

# QUEEN ANNE SPACE BUILDING

---

## Reservation Agreement

This agreement is made between Queen Anne Space LLC, a Washington limited liability company, ("Queen Anne Space") and \_\_\_\_\_ (jointly and severally: "Tenant"). Queen Anne Space is the owner of the Queen Anne Space Building located at 1817 Queen Anne Ave N., Seattle, WA 98109. Tenant desires to reserve the right to rent Space # \_\_\_\_\_ (hereinafter: "Space"). Now, therefore, the parties agree:

1. **RESERVATION** In consideration of Tenant's payment and delivery to Queen Anne Space the sum of Two Hundred Dollars (\$200.00), ("Deposit"), receipt of which is hereby acknowledged, Tenant hereby reserves the right to rent and occupy the Space at a monthly rate of \$ \_\_\_\_\_, subject to the terms hereof and to the terms of the Lease Agreement Form at:  
  
[www.QueenAnneSpace.com/leaseform.pdf](http://www.QueenAnneSpace.com/leaseform.pdf)
  
2. **INSPECTION** If the credit report and Tenants application is approved by Queen Anne Space, at its sole discretion, then Tenant will be notified that it will have from May 1<sup>st</sup> to May 30<sup>th</sup>, 2009 to:
  - (a) Inspect and approve (or reject) the Space, or another unreserved space in the building, in writing. Inspection dates and times reserved for Tenant will be posted at QueenAnneSpace.com or sent to Tenant by email; and
  - (b) Meet with agents from Queen Anne Space to sign the Lease and related forms for a minimum 6-month term. The lease term and rent shall start, after Tenants inspection and approval, on the date of notice to Tenant that the Space is ready for legal occupancy; and
  - (c) Pay the Security Deposit on the Lease, less the amount of the reservation deposit above.
  
3. **TERMINATION – DEPOSIT REFUNDABLE** All reservation Deposits shall be refunded to Tenant upon termination hereof after any of the following events:
  - (a) Queen Anne Space declines to accept Tenant based on its credit application, intended use, number of proposed occupants or credit report; or
  - (b) Tenant notifies Queen Anne Space prior to May 30, 2009 by email to [bregan@realty.net](mailto:bregan@realty.net) that it wishes to cancel this agreement at any time prior to signing a Lease; or

- (c) At Tenant's option, if for any reason, Queen Anne Space is unable to complete the Space, ready for Tenant's legal occupancy, prior to June 30, 2009; or
- (d) A Lease is signed with Queen Anne Space; and the Reservation Deposit is credited to Tenant toward its Security Deposit on the Lease.

4. **FINISH** Tenant understands that the spaces may not be fully completed at the time of their inspection; that Queen Anne Space shall complete the Space at its sole choice of materials, colors and quality of work; and that the general specifications of the spaces when complete shall be:

- (a) Walls & Ceilings: Sheetrock, painted.
- (b) Windows: One or more openable windows with sill.
- (c) Door: Wood grain with locking lever handle and peephole.
- (d) Outlets: Minimums: 2 electrical, 1 phone, 1 Ethernet w/Internet and 1 TV Cable.
- (e) Lighting: One or more ceiling mount fluorescent with motion/timer switch.
- (f) Heat: Wall fan heater with thermostat operable from 6:AM to Midnite.
- (g) Flooring: Carpet.

5. **REPRESENTATIONS** Tenant represents to Queen Anne Space that:

- (a) Tenant intends to [ ] personally occupy the Space alone; or to [ ] share the Space with \_\_\_ others; and
- (b) Tenant intends to use the Space for office and for no other purpose.

6. **NOTICES** Notices and communications required or permitted by this form shall be deemed given and delivered to, and received by, the receiving party as of the date that any such notice or communication is either hand-delivered to the address of the receiving party set forth in this form or emailed to the other party. If the notice is to Tenant, it shall be sent to the Tenants email address below. If the notice is to Queen Anne Space, it shall be emailed to:

[bregan@realty.net](mailto:bregan@realty.net)

7. **ENTIRE AGREEMENT** This Agreement, after signed by both parties constitutes the entire agreement between the parties and any other prior agreements between the parties, written or oral, are merged herein. This Agreement may be amended only by a written instrument signed by the parties. The Tenant may not assign this Agreement to any other party. This Agreement may be executed in counterparts (copies) each of which shall be deemed an original, provided both parties have signed and received the same agreement from each other.

The parties have executed this Agreement effective as of the \_\_\_\_ day of \_\_\_\_\_, 2009.

**Queen Anne Space LLC, a Washington limited liability company**

\_\_\_\_\_  
 Manager

Tenant(s) Signature(s)\_\_\_\_\_

Tenant Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ |

Phone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_ Email \_\_\_\_\_ |

Please fill out the blanks at the top of the first page; your name and contact info above, sign and send, along with a check for \$200 to:

Reservations  
QUEEN ANNE SPACE LLC  
8 Boston St. #1  
Seattle, WA 98109

THANKS!

