

# JOINT VENTURE AGREEMENT

## *Latent Space Activation for Cultural Exhibition*

Maisie Picked a Daisy — Group Painting Exhibition

<b>Landlord / Space Owner</b>	[Full legal name of landlord / owner entity]
<b>Exhibition Organiser</b>	[Full legal name of organiser]
<b>Property / Premises</b>	[Full address and description of the space]
<b>Activation Period</b>	[Commencement date] to [End date]
<b>Agreement Date</b>	Effective from the date of last signature below
<b>Template Version</b>	1.0 — [Year]

*This Joint Venture Agreement is a template designed to activate latent, underutilised, or transitional property for cultural exhibition purposes. It is intended to be fair to both the Landlord and the Exhibition Organiser, protect the premises, and create a genuine revenue-share relationship rather than a traditional lease. Neither party should sign without obtaining independent legal advice. Where local law imposes requirements inconsistent with any clause, those locally required terms shall prevail to the extent of the inconsistency.*

## Part A — Preliminary Matters

### 1. Background and Purpose

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The Landlord owns or controls the Premises described in Schedule 1 and has identified an opportunity to activate that space for cultural and commercial purposes during a period when it would otherwise be underutilised, vacant, transitional, or generating limited return.

The Organiser is producing a group painting exhibition under the title 'Maisie Picked a Daisy' and requires a distinctive physical venue of character to host the Exhibition and associated events.

The parties enter this Joint Venture Agreement (JVA) to formalise the terms under which the Landlord contributes the Premises and the Organiser contributes exhibition expertise, artist relationships, marketing, and operational management, with commercial returns shared between them.

### 2. Definitions

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In this Agreement, unless context requires otherwise:

- "Agreement" means this Joint Venture Agreement including all Schedules.
- "Activation Period" means the period set out in Schedule 1 during which the Landlord permits the Organiser to occupy and use the Premises for the Exhibition.
- "Artworks" means paintings and related works submitted by participating artists for display and sale during the Exhibition.
- "Exhibition" means the group painting exhibition titled "Maisie Picked a Daisy" and all associated public and private events held at the Premises during the Activation Period.
- "Gross Sales Revenue" means the total sale price of all Artworks sold through the Exhibition, before commission deductions, exclusive of any buyer's premium separately charged.
- "JV Revenue" means all revenue generated through the Exhibition at the Premises, including Gross Sales Revenue, ticket income (if any), event hire fees, and any sponsorship attributable to the Premises.
- "Landlord's Share" means the percentage of JV Revenue payable to the Landlord as set out in Schedule 2.
- "Latent Space" means the Premises in its current state — whether vacant, transitional, semi-operational, or in a holding period — which the Landlord is making available for cultural activation.
- "Permitted Use" means use of the Premises for the Exhibition, associated art events, private viewings, media access, and ancillary activities as agreed.
- "Premises" means the property described in Schedule 1.
- "Restoration Standard" means the condition to which the Premises must be returned at the conclusion of the Activation Period, as documented in Schedule 3.
- "Setup Period" means the period immediately before the Activation Period during which the Organiser may install and configure the Exhibition.
- "Wrap Period" means the period immediately after the Activation Period during which the Organiser must de-install and restore the Premises.

### 3. Joint Venture Structure

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#### 3.1 Nature of arrangement

This Agreement creates a joint venture for the limited purpose of the Exhibition. It does not create a partnership, agency, employment, or lease relationship. The Landlord retains ownership of the Premises at all times. The Organiser is not a tenant and acquires no proprietary interest in the Premises.

#### 3.2 Independent parties

Each party acts as a principal in its own right. Neither party may bind the other to any third party contract, representation, or obligation without prior written consent.

#### 3.3 Landlord's contribution

The Landlord contributes: access to and use of the Premises for the Activation Period; cooperation in obtaining any required approvals or consents; any existing fixtures, fittings, or utilities as agreed in Schedule 1; and the unique character, location, and profile of the space as an exhibition venue.

#### 3.4 Organiser's contribution

The Organiser contributes: full curatorial direction and production of the Exhibition; artist sourcing, agreements, and management; all marketing, public relations, and audience development; event programming; sales management and buyer relations; installation, de-installation, and make-good; and all operational costs of running the Exhibition unless otherwise agreed in Schedule 2.

## Part B — Premises, Access, and Permitted Use

### 4. Grant of Access

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#### 4.1 Licence to occupy

The Landlord grants the Organiser a non-exclusive, non-transferable licence to access and use the Premises during the Setup Period, Activation Period, and Wrap Period for the Permitted Use only. This licence is personal to the Organiser and may not be sub-licensed without written consent.

#### 4.2 Access hours

Standard access hours are as agreed in Schedule 1. The Organiser may request extended or out-of-hours access with [5] business days notice; the Landlord will not unreasonably refuse.

#### 4.3 Landlord access

The Landlord (or its authorised representative) may access the Premises at any time with [24] hours prior notice for inspection purposes, and without notice in a genuine emergency. The Landlord will not interfere with the Exhibition, Artworks, or visitors while on site.

#### 4.4 Third party access

The Organiser may grant access to artists, contractors, media, buyers, and visitors for purposes consistent with the Permitted Use. The Organiser is responsible for the conduct of all such persons on the Premises.

### 5. Condition, Fit-Out, and Make-Good

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#### 5.1 Premises as-is

The Landlord provides the Premises in its current 'latent' condition. The Organiser has inspected (or had the opportunity to inspect) the Premises and accepts it in that condition. The Landlord makes no warranty as to the Premises being fit for any particular purpose beyond what is documented in Schedule 1.

#### 5.2 Condition report

Before the Setup Period commences, both parties (or their representatives) will jointly complete and sign the Premises Condition Report in Schedule 3. Photographs shall be taken and appended. This report is the definitive record of pre-existing condition.

#### 5.3 Permitted fit-out

The Organiser may carry out the temporary fit-out activities listed in Schedule 4 (Permitted Works). No structural alterations, penetrations, or permanent modifications may be made without the Landlord's prior written consent. All fit-out works must comply with applicable building codes and safety requirements.

#### 5.4 Make-good obligation

At the conclusion of the Wrap Period, the Organiser must restore the Premises to the Restoration Standard documented in Schedule 3. This includes removal of all temporary structures, artwork hanging systems, signage, cabling, and waste. The Landlord will inspect within [5] business days of the Wrap Period end date and provide a written make-good report.

#### 5.5 Make-good default

If the Organiser fails to complete make-good within the Wrap Period, the Landlord may carry out necessary works at the Organiser's cost, deducting such costs from any amounts owing to the Organiser. Any additional cost beyond amounts owing is recoverable as a debt.

## 6. Services and Utilities

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### 6.1 Utilities

Responsibility for electricity, water, gas, internet, and waste removal during the Activation Period is as specified in Schedule 2. Where costs are shared, the Organiser will pay its proportionate share within [14] days of invoice.

### 6.2 Security

The Organiser is responsible for securing the Premises during the Activation Period including outside of public opening hours. The Organiser must comply with the Landlord's existing security protocols (if any) noted in Schedule 1.

### 6.3 Cleaning

The Organiser is responsible for maintaining the Premises in a clean and tidy condition throughout the Activation Period and leaving it clean at the conclusion of the Wrap Period.

## Part C — Financial Terms and Revenue Sharing

### 7. Revenue Share Model

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In recognition of the Landlord's contribution of the Premises and its unique character, and the Organiser's contribution of production, curatorial, and commercial expertise, the parties agree to share JV Revenue as set out in this Part and Schedule 2.

#### 7.1 Landlord's Share

The Landlord's Share of JV Revenue is [ ]% of Gross Sales Revenue from Artworks sold at or through the Exhibition, plus [ ]% of any other JV Revenue (events, tickets, sponsorship). The precise percentages and any caps or floors are set out in Schedule 2.

#### 7.2 Rationale for revenue share

The revenue share is offered in lieu of a fixed venue hire fee. This structure aligns both parties' interests in the success of the Exhibition, acknowledges that the Landlord's space contributes directly to the commercial attractiveness of the Exhibition, and reduces financial risk for the Organiser during the activation period.

#### 7.3 No guaranteed minimum

Unless a minimum floor is expressly stated in Schedule 2, the Landlord's Share is contingent on actual sales and revenue. The Landlord acknowledges the inherent uncertainty of exhibition sales and does not rely on any projected revenue figure.

#### 7.4 Expenses before share

Unless otherwise agreed in Schedule 2, the following costs are deducted from Gross Sales Revenue before the Landlord's Share is calculated: buyer-agreed discounts confirmed in writing; any statutory taxes on sales required to be remitted (e.g. GST/VAT). Artist commission splits are applied separately and do not reduce the pool from which the Landlord's Share is calculated.

### 8. Accounting and Payment

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#### 8.1 Sales records

The Organiser will maintain accurate records of all sales, revenue, and deductions arising from the Exhibition. The Landlord may request a copy of these records at any time during or within [12] months following the Exhibition.

#### 8.2 Payment timeline

The Organiser will provide the Landlord with a written Revenue Statement within [14] days of the close of the Exhibition. Payment of the Landlord's Share will be made within [21] days of that statement, by bank transfer to the account nominated by the Landlord.

#### 8.3 Revenue Statement contents

Each Revenue Statement must set out: total Gross Sales Revenue; itemised deductions; net figure from which Landlord's Share is calculated; Landlord's Share percentage applied; amount payable; and, if applicable, currency conversion details.

#### 8.4 Disputed statements

If the Landlord disputes a Revenue Statement, it must notify the Organiser in writing within [14] days. The parties will attempt to resolve the dispute within [21] days. Undisputed amounts remain payable by the due date regardless of any dispute over disputed amounts.

## 8.5 Currency

All payments shall be made in [AUD / currency] unless otherwise agreed. Where conversion is required, the exchange rate on the final day of the Exhibition shall apply, sourced from [XE.com mid-market / agreed reference].

## 9. Taxes and Reporting

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### 9.1 Own tax obligations

Each party is solely responsible for its own tax obligations arising from this Agreement and the JV Revenue, including income tax, capital gains tax, GST, VAT, or any withholding obligations in their respective jurisdiction.

### 9.2 GST / VAT

Where GST, VAT, or equivalent applies to any supply under this Agreement, the party making the supply shall issue a compliant tax invoice. Revenue shares stated in this Agreement are [inclusive / exclusive] of GST unless otherwise specified in Schedule 2.

## Part D — Risk, Liability, and Insurance

### 10. Risk Allocation

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#### 10.1 Premises risk

The Landlord retains all risk in respect of the structure, fabric, and existing fixtures of the Premises. The Organiser bears risk in respect of Artworks, temporary fit-out, equipment, and all items brought onto the Premises by the Organiser or its contractors.

#### 10.2 Visitor risk

The Organiser is responsible for public liability in respect of visitors to the Exhibition, including compliance with venue capacity limits, public safety obligations, and applicable workplace health and safety laws.

#### 10.3 Consequential loss

Neither party is liable to the other for indirect or consequential loss (including lost profit, lost revenue, or reputational harm) arising from a breach of this Agreement, except in cases of fraud or wilful misconduct.

### 11. Insurance

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#### 11.1 Public liability — Organiser

The Organiser must hold public liability insurance of not less than [AUD \$10,000,000 / local equivalent] per occurrence for the entire duration of the Activation Period. A certificate of currency must be provided to the Landlord at least [7] days before the Setup Period commences.

#### 11.2 Artwork insurance

The Organiser must hold or ensure that participating artists hold all-risks insurance covering Artworks from the time they enter the Premises until they leave. Minimum coverage is the declared insurance value of each Artwork as listed in the artist agreements.

#### 11.3 Property insurance — Organiser

The Organiser is responsible for insuring all temporary fit-out, equipment, and personal property brought onto the Premises by the Organiser or its contractors.

#### 11.4 Building insurance — Landlord

The Landlord maintains building and structural insurance. The Organiser must not do anything that would void or prejudice the Landlord's building insurance policy. The Organiser must notify the Landlord immediately of any incident that may give rise to a building insurance claim.

#### 11.5 Mutual notification

Each party must notify the other as soon as practicable upon becoming aware of any event, loss, or claim that may affect the other party's interests or insurance obligations under this Agreement.

### 12. Indemnities

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#### 12.1 Organiser indemnity

The Organiser indemnifies the Landlord against all loss, damage, claim, or liability arising from: (a) the Organiser's use of the Premises; (b) the acts or omissions of the Organiser, its employees, contractors, artists, or visitors; (c) any breach of this Agreement by the Organiser; and (d) any failure to make good the Premises to the Restoration Standard.

### **12.2 Landlord indemnity**

The Landlord indemnifies the Organiser against all loss, damage, claim, or liability arising from: (a) any pre-existing defect in the Premises not disclosed in the Condition Report; (b) the acts or omissions of the Landlord or its agents; and (c) any breach of this Agreement by the Landlord.

## Part E — Branding, Intellectual Property, and Community Benefit

### 13. Branding and Attribution

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#### 13.1 Landlord credit

All Exhibition marketing, press releases, social media, and catalogues will credit the Premises and, where the Landlord consents, the Landlord by name. The form of credit is to be agreed in writing before the Exhibition opens.

#### 13.2 Landlord branding approval

The Landlord may supply its own branding guidelines for use in any materials that name or depict the Premises. The Organiser will comply with those guidelines.

#### 13.3 Space profiling

The Organiser may use images and video of the Premises (including the space's architectural and design character) for post-Exhibition marketing, portfolio, and documentation purposes, subject to the Landlord's prior written consent not to be unreasonably withheld.

#### 13.4 Exhibition IP

The Exhibition title, curatorial concept, and associated intellectual property remain the property of the Organiser. The Landlord acquires no rights in Exhibition IP by virtue of this Agreement.

### 14. Community and Placemaking Benefit

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The parties acknowledge that this Joint Venture creates benefits beyond commercial revenue, including:

- Activation of an underused space, contributing to local streetscape and neighbourhood vitality.
- Public cultural programming accessible to the broader community.
- Profile for the Premises and its location as a destination venue.
- Demonstration of the space's potential and adaptability for future uses.
- Media and public relations value associated with a curated arts program.

These benefits are acknowledged as part of the overall value exchange of this Joint Venture and are not assigned a monetary value for the purposes of the revenue share, unless specifically agreed in Schedule 2.

### 15. Media and Photography

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#### 15.1 Press access

The Organiser may invite media, photographers, and content creators to the Premises for the purpose of covering the Exhibition. The Landlord will be notified of any planned media events.

#### 15.2 Premises in media

Where media coverage depicts the Premises in a manner that identifies it as a specific location, the Organiser will use reasonable efforts to ensure the Landlord is credited or that any naming is approved by the Landlord.

## Part F — Term, Termination, and Dispute Resolution

### 16. Term

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#### 16.1 Duration

This Agreement commences on the date of last signature and continues until the completion of the Wrap Period and settlement of all financial obligations, unless terminated earlier in accordance with this Part.

#### 16.2 Activation Period extension

The Activation Period may be extended by mutual written agreement. Any extension must be documented by a signed amendment to Schedule 1 before the original end date.

### 17. Termination

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#### 17.1 Termination by agreement

Either party may terminate this Agreement by mutual written consent at any time.

#### 17.2 Termination for breach

If a party is in material breach of this Agreement and fails to remedy that breach within [14] days of written notice specifying the breach, the non-breaching party may terminate this Agreement by written notice.

#### 17.3 Termination for Force Majeure

Either party may terminate this Agreement if a Force Majeure Event prevents performance of material obligations for more than [30] consecutive days. 'Force Majeure Event' includes natural disaster, government direction, pandemic, structural failure of the Premises, fire, or flood.

#### 17.4 Consequences of termination

On termination: (a) the Organiser must vacate and restore the Premises within the agreed Wrap Period or, if termination is sudden, within [10] business days; (b) the parties must account to each other for revenue and costs incurred to the termination date; (c) Artworks must be returned to artists without delay; (d) clauses relating to confidentiality, indemnity, make-good, IP, and dispute resolution survive termination.

#### 17.5 Landlord's early termination for premises use

If the Landlord requires the Premises for its own purposes before the scheduled end of the Activation Period, it must give the Organiser not less than [30] days written notice. In this event, the Organiser is entitled to a pro-rata refund of any prepaid costs and reasonable compensation for demonstrated out-of-pocket losses arising from the early termination, negotiated in good faith.

### 18. Dispute Resolution

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#### 18.1 Good faith negotiation

If a dispute arises, the parties will first attempt to resolve it by good-faith negotiation between senior representatives within [21] days of written notice of the dispute.

#### 18.2 Mediation

If negotiation fails, either party may refer the dispute to mediation conducted by a mediator agreed by the parties, or if not agreed within [5] business days, appointed by [agreed body, e.g. LEADR / Resolution Institute / RICS]. Costs are shared equally unless the mediator directs otherwise.

### **18.3 Arbitration or litigation**

If mediation does not resolve the dispute within [30] days of the mediator's appointment, either party may pursue their legal remedies through the courts of the governing jurisdiction.

### **18.4 Governing law**

This Agreement is governed by the laws of [Jurisdiction — e.g. Victoria, Australia]. Both parties submit to the non-exclusive jurisdiction of the courts of that jurisdiction.

## Part G — General Provisions

### 19. Representations and Warranties

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#### 19.1 Landlord warrants

The Landlord warrants that: (a) it has full legal authority to grant the licence set out in this Agreement; (b) the Premises are not subject to any restriction that would prevent the Permitted Use; (c) all material defects, hazards, or encumbrances affecting the Premises are disclosed in Schedule 1 or Schedule 3; and (d) the Landlord will not take any action during the Activation Period that would materially interfere with the Exhibition.

#### 19.2 Organiser warrants

The Organiser warrants that: (a) it has full authority to enter into this Agreement; (b) the Exhibition will be conducted in a professional manner consistent with applicable laws; (c) all artists participating in the Exhibition have entered valid agreements with the Organiser; and (d) the Organiser holds (or will hold before Setup commences) all required insurances and regulatory approvals.

### 20. Confidentiality

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#### 20.1 Financial terms

The financial terms of this Agreement (including revenue share percentages and payment amounts) are confidential and shall not be disclosed to third parties without consent, except as required by law, by a court or regulatory body, or for the purpose of obtaining professional advice.

#### 20.2 Premises information

The Organiser will not disclose confidential information about the Premises (including plans, security arrangements, or the Landlord's future plans for the site) without prior written consent.

### 21. Notices

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#### 21.1 Method

Notices under this Agreement must be in writing and delivered by: (a) email with read receipt or delivery confirmation to the addresses in Schedule 1; (b) hand delivery to the party's address; or (c) registered post. Email notices are deemed received on the next business day if sent after 5pm local time of the recipient.

### 22. Miscellaneous

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#### 22.1 Entire agreement

This Agreement and its Schedules constitute the entire agreement between the parties in relation to the Exhibition and the Premises, and supersede all prior discussions, representations, or arrangements.

#### 22.2 Amendments

Any amendment to this Agreement must be in writing and signed by both parties. No variation is effective unless it expressly states it is an amendment to this Agreement.

### 22.3 Severability

If any provision is held invalid or unenforceable in any jurisdiction, it is severed to the minimum extent necessary. The remaining provisions continue in full force.

### 22.4 Waiver

Failure to enforce any right under this Agreement does not constitute a waiver of that right.

### 22.5 Assignment

Neither party may assign its rights or obligations under this Agreement without the prior written consent of the other party, not to be unreasonably withheld.

### 22.6 Electronic execution and counterparts

This Agreement may be signed in counterparts. Electronic signatures (including via DocuSign, Adobe Sign, or equivalent) are accepted as binding. A party sending a signed counterpart by email constitutes valid execution.

## Execution

EXECUTED as a legally binding agreement by the parties:

### LANDLORD / SPACE OWNER

<b>Full legal name</b>	
<b>ABN / Company No.</b>	
<b>Address</b>	
<b>Email</b>	

\_\_\_\_\_  
Signature — Landlord / Authorised Representative

Full name (print)

\_\_\_\_\_  
Date

Witness (name & signature)

### EXHIBITION ORGANISER

<b>Full legal name</b>	
<b>ABN / Company No.</b>	
<b>Address</b>	
<b>Email</b>	

\_\_\_\_\_  
Signature — Organiser / Authorised Representative

Full name (print)

\_\_\_\_\_  
Date

Witness (name & signature)



## Schedule 1 — Premises Details and Activation Timeline

### Property Description

<b>Property address</b>	
<b>Title / lot reference</b>	
<b>Total floor area</b>	
<b>Usable exhibition area</b>	
<b>Current state of space</b>	e.g. Vacant / transitional / semi-operational / heritage listed
<b>Heritage / planning constraints</b>	
<b>Parking / loading access</b>	e.g. rear lane access, loading dock
<b>Nearest public transport</b>	
<b>Existing utilities on site</b>	e.g. 3-phase power, WiFi, plumbing, bathrooms
<b>Known defects / hazards</b>	List all or attach separate defect schedule
<b>Landlord's contact name</b>	
<b>Landlord's contact email</b>	
<b>Landlord's contact phone</b>	
<b>Organiser's contact name</b>	
<b>Organiser's contact email</b>	

### Activation Timeline

<b>Phase</b>	<b>Start Date</b>	<b>End Date</b>	<b>Access Hours</b>	<b>Notes</b>
Setup / installation				Artists and contractors only
Public opening				Exhibition open to public
Private events				As separately agreed
Wrap / de-installation				Organiser and contractors only
Make-good inspection				Joint Landlord / Organiser inspection

## Landlord-Supplied Items

The following items are made available by the Landlord at no additional cost:

Item	Condition	Notes / Limitations
Electricity supply		Max draw: [ ] kW
Water / plumbing		
Bathrooms		
Existing lighting		
WiFi / internet		
Loading access		
Other		

## Schedule 2 — Financial Terms

*Complete this schedule carefully. It governs all money flows between the parties. Both parties should confirm figures with their accountant or legal adviser before signing.*

### Revenue Share

<b>Landlord's Share — Artwork sales</b>	[ ]% of Gross Sales Revenue
<b>Landlord's Share — Ticket / event income</b>	[ ]% — OR: N/A if no tickets charged
<b>Landlord's Share — Sponsorship</b>	[ ]% of any sponsorship directly attributable to the Premises
<b>Minimum guaranteed floor (if any)</b>	AUD \$[ ] — OR: No minimum guaranteed
<b>Maximum cap (if any)</b>	AUD \$[ ] — OR: No cap
<b>Revenue share applies from</b>	First dollar of sales — OR: After first \$[ ] recovered by Organiser

### Cost Allocation

Cost item	Borne by	Notes
Electricity during Activation	Organiser	Metered or estimated at \$[ ]/day
Water / waste	Organiser / Landlord	Circle one
Cleaning	Organiser	
Security (after hours)	Organiser	
Internet / WiFi	[Landlord / Organiser / Shared]	
Waste removal	Organiser	
Building insurance	Landlord	
Public liability insurance	Organiser	
Artwork insurance	Organiser / Artists	
Marketing / PR	Organiser	
Fit-out / installation	Organiser	
Make-good costs	Organiser	
Other: [specify]		

## Payment Details

<b>Landlord bank name</b>	
<b>Account name</b>	
<b>BSB / Sort code</b>	
<b>Account number</b>	
<b>SWIFT / IBAN (international)</b>	
<b>Revenue Statement due</b>	[14] days after close of Exhibition
<b>Payment due</b>	[21] days after Revenue Statement
<b>Currency</b>	

## Schedule 3 — Premises Condition Report

*This schedule must be completed jointly by both parties (or their nominated representatives) before the Setup Period commences. Photographs must be taken and attached. Both parties sign below to confirm the record is accurate. This is the reference document for make-good obligations.*

<b>Inspection date</b>	
<b>Landlord representative</b>	
<b>Organiser representative</b>	
<b>Total rooms / zones inspected</b>	
<b>Photo reference (attach)</b>	Photos labelled [Zone — Photo Number], appended to this schedule

Zone / Area	Existing condition (describe)	Defects noted	Photos ref	Restoration Standard
Main floor / gallery space				
Walls — north				
Walls — south				
Walls — east				
Walls — west				
Ceiling				
Floor				
Entrance / foyer				
Bathrooms				
Kitchen / utility				
Exterior / facade				
Storage area				
Other: [specify]				

Both parties confirm the above accurately records the condition of the Premises as inspected:

\_\_\_\_\_  
Signature — Landlord Representative

\_\_\_\_\_  
Full name (print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness (name & signature)

\_\_\_\_\_

Signature — Organiser Representative

Date

Full name (print)

Witness (name & signature)

## Schedule 4 — Permitted Works and Fit-Out

*This schedule defines what temporary works the Organiser is permitted to carry out. Anything not listed requires the Landlord's separate written consent. All works must comply with applicable building and safety codes.*

### Permitted temporary works

The Organiser may carry out the following without further approval:

- Installation of picture hanging rails, D-rings, and cables using non-penetrating or reversible fixing methods approved in writing by the Landlord.
- Erection of temporary freestanding display systems, plinths, and screens (not fixed to structure).
- Installation of temporary lighting rigs on existing tracks or freestanding stands.
- Application of temporary, removable adhesive graphics, signage, or vinyl to surfaces (must be removable without damage).
- Laying of temporary floor covering or cable covers.
- Erection of temporary partitions not fixed to walls, floor, or ceiling structure.
- Installation of temporary AV and electrical equipment via existing outlets (must not overload circuits).
- Placement of furniture, counters, and fixtures — all freestanding.

### Works requiring additional written approval

The following require the Landlord's specific written consent before commencement:

- Any drilling, screwing, or penetrating of walls, ceilings, or floors beyond minor picture hooks.
- Any painting or surface treatment of walls, floors, or ceilings.
- Any alteration to electrical switchboards, circuits, or fixed wiring.
- Any plumbing alterations.
- Any structural modifications of any kind.
- Any works requiring a building permit or council approval.

### Contractor requirements

All contractors engaged by the Organiser must:

- Hold current public liability insurance of not less than [AUD \$10,000,000].
- Hold all required trade licences for the work undertaken.
- Provide evidence of insurance and licences to the Organiser before commencing work.
- Comply with the Landlord's site safety requirements communicated in writing.

<b>Fit-out commencement date</b>	
<b>Fit-out completion date</b>	

<b>De-installation start date</b>	
<b>De-installation end date</b>	
<b>Approved contractor/s</b>	

\_\_\_\_\_  
Signature — Landlord — Schedule 4 approval

Full name (print)

\_\_\_\_\_  
Date

Witness (name & signature)

\_\_\_\_\_  
Signature — Organiser — Schedule 4  
acknowledgement

Full name (print)

\_\_\_\_\_  
Date

Witness (name & signature)

**END OF AGREEMENT AND SCHEDULES** *This is a template document intended as a starting point for negotiation. Parties should adapt it to their specific circumstances and jurisdiction. Independent legal advice is strongly recommended for both parties before execution.*