

Lighthouse  
Fellowship  
Lease

Lighthouse Fellowship  
601 Alice Loop  
Sitka, AK 99835  
907-747-4903

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Dear Board Members,

Our church has recently been awarded the Fourth of July booths from the chamber of commerce. This included their donation of the Booth frames, electrical spider boxes and power cords. We would like to continue to store these items out at the Sawmill cove industrial park where they have been stored in the past. We are writing to request a storage rental fee of 0.00 a month. This request is do to the fact that we do not have a storage space large enough for the frames and electrical equipment or any funds in our budget to provide storage. Without your support we will not be able to continue to offer the Fourth of July event for Sitka in the future. I want to thank you for your time in considering this request.

Thank you,



Isaac and Jessica Clark  
Youth Leaders at Lighthouse Fellowship  
907.747.4903  
907.738.3801

Lighthouse Fellowship  
601 Alice Loop  
Sitka, AK 99835

**City and Borough of Sitka**  
**Month-to-Month Lease Agreement**  
**Sitka Chamber of Commerce**

This lease agreement is made between the City & Borough of Sitka of 100 Lincoln Street; Sitka, Alaska hereinafter referred to as Lessor and Sitka Historical Society, 330 Harbor Drive; Sitka, Alaska 99835, hereinafter referred to as Lessee.

Whereas Sitka Chamber of Commerce supports local businesses and;  
Whereas the Sitka Chamber of Commerce maintains equipment used for community wide activities such as the 4<sup>th</sup> of July celebration;  
Therefore the City and Borough of Sitka agrees to provide no-cost lease areas within the Stores Building at the Sawmill Cove Industrial Park as follows:

The Lessor and Lessee agree as follows:

1. Lessor shall lease to Lessee 1,200 square feet in the Stores Building at the Sawmill Cove Industrial Park hereinafter referred to as SCIP for the purpose of operating a storage facility for Lessee's community service equipment.
2. This lease agreement is to be on a month-to-month basis, the term beginning January 1, 2008. Rent shall be charged at rate of \$0.00 dollars per month.
3. Lessee understands that the space being leased is in an "as is" condition which means any improvements necessary to make the lease area acceptable to the Lessee are the responsibility of the Lessee. This requirement includes the leasehold area as well as any common areas the Lessee needs to conduct its business.
4. Lessee understands that any improvements to the leasehold made by Lessee must conform to City building codes and the improvements must be approved by the Sawmill Cove Site Manager.
5. Should the Lessor find a better and higher use for the specific area, the Lessee will be given either a 30- day notice to vacate or be invited to move to another location within the SCIP at the Lessee's expense.
6. Should the Lessee decide to give up their lease at SCIP, a 30-day written notice in writing will be given to the Municipal Administrator.
7. The Lessee agrees they are solely responsible for all security necessary to protect their property. The Lessor shall not be held liable for damage or loss.
8. Lessee shall not store hazardous or explosive materials within the Administration Building.
9. Lessee understands the leasehold area is not heated.
10. 11. Lessee understands that SCIP is open for business from 7:00 AM to 3:30 PM on weekdays. Access to the Administration Building at other times must be coordinated with the Sawmill Cove Site Manager.

12. Upon termination of this lease, Lessee shall remove all materials, equipment and other personal property from the leased area and return the area to a satisfactory, broom-clean condition.

IN WITNESS WHEREOF, the parties to these presents have executed this contract in the year and day first mentioned above.

**City & Borough of Sitka**

100 Lincoln Street  
Sitka, Alaska 99835  
(907) 747-1808

**Sitka Chamber of Commerce**

329 Harbor Drive, Suite 212  
Sitka, Alaska 99835  
(907) 747-8604

By: \_\_\_\_\_  
John C. Stein, Administrator

By: \_\_\_\_\_  
Andrea Keikkala, Executive Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Attest:**

By: \_\_\_\_\_