

# Lease Obligations

## Disturbance

Retail partners must not operate a musical instrument, radio, television, flashing lights or other equipment that can be heard or (in case of flashing lights) be seen outside the premises.

At the Landlord's discretion playing music within the premises is permitted at a reasonable volume.

## Public Liability Insurance

Each store is required by AMP Capital to have adequate Public Liability Insurance coverage of \$20 million (unless your lease states otherwise). Centre Management requires a copy of the Certificate of Currency annually for our records. Please refer to your lease for further details regarding your insurance obligations.

## Lease lines

Retail partners must at all times, stay behind the lease line of their tenancy unless they have received written approval from the Retail Design team. Security staff and Centre Management staff have been instructed to move all items back into stores that exceed their lease lines.

## Store presentation

The presentation of the centre is the collective responsibility of all who work here. Retail partners should always maintain high standards of in-store presentation by keeping your premises, shop front, signs and glass spotlessly clean.

Please do not stockpile boxes, always dispose of them in the bins provided. Stock must not be placed within one metre of a fire sprinkler or stored in front of fire response equipment (fire hose reels, fire extinguishers and fire hydrants).

## Sales Figures

A Statement of Monthly Turnover is included with your Rental Invoice each month. This must be completed no later than the 7th day of each month and returned to Centre Management via email. Centre Management may contact you to discuss your sales figures and any other trends identified in relation to the performance of your business. These figures are required to establish the retail

trends for the centre and how your business relates to the centre's performance.

## Rubbish

Please dispose of your rubbish in the compactors or open top bins situated in each loading dock. Under no circumstances should rubbish from individual stores be placed in the centre's common area bins.

The compactors have restricted access to ensure only centre retail partners can utilise them for waste disposal. Each retail partner will be issued a swipe card after completing essential training on how to use the units.

Contact Security Control for details about training and swipe cards.

The compactors are designed with safety in mind and have various safety features built into the unit. The compactors will allow for safer transport of the waste and recycling and will replace open top bins around the centre. Shop fittings are not considered regular rubbish and need to be disposed of by the store staff or contractors.

## Signage

The installation of all signage, permanent or temporary, is subject to the approval of the Retail Design team. Any request for signage must be made in writing. Any signage which has not been approved will be required to be removed.

To uphold the high-quality presentation of the centre, and in accordance with your lease, we insist that absolutely no handwritten signage is displayed at your store (including short break signage).

## Smoke Free

Macquarie Centre is a smoke free centre. The only designated smoking area is in the Red Level carpark seating zone. Macquarie Centre Security will continue to monitor and move people to the designated area as required.

## Permitted usage

All retail partners have a permitted usage detailed within their lease. If you wish to change usage or discuss this please contact Centre Management