



Stansbury Service Agency of Tooele County

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Stansbury Service Agency
Vendor Lease Policy

1. No Vendor may operate a business on property owned by the Stansbury Service Agency without the permission of the Service Agency.
2. Locations that may be leased to vendors will be determined by the Service Agency Board of Trustees.
3. The Service Agency may issue a Request for Proposals to determine if there are vendors interested in leasing Agency property for the operation of their business.
4. Vendors wishing to lease space should submit proposals which include: a description of the product or service that is to be sold, the desired location, desired hours of operation, desired beginning date and end date, power requirements, space requirements, waste management plans, proposed length of lease, and proposed lease rate.
5. Each approved location may be leased for a period of up to 3 years, at the end of which, the RFP process will be repeated for each location.
6. The Service Agency Board of Trustees will review proposals and, based upon the information provided, will determine which vendors will be given the opportunity to lease space for the operation of their business.
7. The Service Agency reserves the right to negotiate the final terms of each lease, once an opportunity to lease has been awarded.
8. Vendors without a long term lease may set up operations on Service Agency property, if approved by the Service Agency. Vendors operating without a long term lease will be charged a daily rate, which will be determined by the Service Agency.
9. The Service Agency reserves the right to deny any and all vendors the right to lease space at any of its properties.
10. No lease may be transferred to a different vendor without the permission of the Service Agency.

Adopted By A Majority Vote of the Board of trustees of the Stansbury Service Agency of Tooele County this 26th day of April 2017.

Signed: _____
Chairman

Date: _____