

Leasing a space in Mill Race Village

1. To inquire about available spaces in Mill Race Village contact Audrey Winzinger by emailing Audrey@Winzinger.com texting 609.937.5700.
2. If spaces are available you will be shown the location(s). Mill Race Village acceptance process will be explained to you including offering you a sample lease which includes information on the four charges for commercial tenants. These monthly charges are rent, utilities, MRV co-op marketing dues and mowing in season.
3. The amount of monthly rent and utilities depends on the space, so those prices deviate. The electric/gas service is a separate bill for the tenant's individual unit, put in the tenant's name, controlled by the tenant; and it comes from PSE&G. In most cases the sewer and water services to the building are shared by the upstairs residential tenant and the downstairs commercial tenant. There are single water services coming into the building and single sewer services coming out of the building. Each tenant (the residential and the commercial) shares a pro-rata amount of the sewer and water utility for their building. If the building is not shared then the sewer and water bills are paid by the commercial tenant.
4. The Mill Race Village merchants operate a co-op marketing fund to which all commercial tenants contribute. The amount of the monthly co-op marketing is set by the merchant group, the merchant group approves the work plans (budgets) for all projects. The current monthly MRV co-op contribution is \$35. Some recent approved co-op workplans have been to purchase and install wayfinding signage, upgrade security cameras, install holiday decorations and print updates on MRV business hours. Early each

Spring the merchants bid out the mowing/weed whacking for both their leased property and the common areas. The mowing is divided among the merchants and Mill Race, Inc. The current monthly MRV mowing fee is \$35 during the mowing season.

5. Once a prospective commercial tenant has seen the space, reviewed the sample lease and understands the costs, the next step would be to complete a MRV Merchant Application and be placed on the agenda for the next MRV Merchant Meeting. Meetings occur at 6:15PM on the first Wednesday of each month. Applicants for commercial tenancy in Mill Race Village are accepted into the Village via a jury process. Meaning that the prospective tenant comes to the Merchant Meeting and shares information about their business. The merchants have a dialogue with the prospective tenant after which the merchants determine if the tenant business and MRV are a good fit for one another.

6. The prospective tenant is notified of the decision on the night of the meeting.