

CITY CLERK  
ORIGINAL

C-9263  
10/09/2014

Date form completed: 10-3-14

U.S. Small Business Administration  
Office of Disaster Assistance  
No Cost Space Agreement

This Agreement is made by and between the City of Glendale, AZ  
(Enter County, City or Facility name, etc.)

("Landlord") and the United States Small Business Administration (SBA) ("Tenant").

This Agreement covers temporary usage of the property owned by the Landlord located at  
Fire Station 158, 6261 N. 83rd Avenue, Glendale, AZ 85303  
(Enter location name and complete address)

**Purpose of space:** To issue disaster loan applications, help applicants complete applications, receive completed applications and close approved disaster loans for homeowners, renters and businesses affected by declared disasters.

Declaration #: AZ 14143

**Fee for Usage:** \$0.00 (SBA will incur no rent cost to occupy Landlord's space.)

**Term of Occupancy:** (Enter day, date, and hours of operation)  
Start Thur 10-9-14 at 8:00 am; End: Fn 10-31-14 at 5 00 pm Hours of operations Thur - Fn 8 00 am to 5 00 pm  
(Example: Start: Wednesday, October 1, 2008 at 9:00 AM End: Wednesday, October 1, 2008 at 6:00 PM)

**Landlord Contact:** Tim Wayne, 602-510-0671

**SBA (Tenant) Contact:** Stacy Allen, Admin. Officer, FOC-W, (916) 735-1500  
(Field Personnel or Center AO shall be listed here)

**Comments:**  
SBA will maintain the Facility in a clean and orderly condition, and agrees to surrender the Facility in as good a state and condition as at the commencement of the term, reasonable wear and tear excluded.

SBA (AKA "Tenant") agrees to indemnify, defend and save harmless the Landlord, to the extent appropriated funds are available for this purpose.

The person executing this Agreement on behalf of the Landlord hereby covenants and warrants that he/she is duly authorized to execute this Agreement

If applicable, the Landlord will provide recycling services and/or an energy efficient facility to the U.S. Small Business Administration

Check here if this form has been modified. If so, it is subject to Office of General Counsel approval

**Landlord:**  
Signature: [Signature]  
Title: City Manager  
Date: 10/9/14

**Tenant:**  
Signature: [Signature]  
Title: Director  
Date: 10-7-2014

ODA Form 4-013 (09-12)  
**ATTEST:**  
[Signature]  
City Clerk

Approved as to form  
[Signature]  
City Attorney