

SUB-LETTING A STUDIO

If a tenant would like another person to occupy their studio for a short period of time (for instance if they were to travel for a few months) then the tenant will need to write to the ANCA Board at least one month prior to the proposed alternate occupant start date, seeking permission.

The letter should state the period of time involved, the details of the intended individual and their art practice, the proposed use of the space and the reason for the request.

During the occupancy, the original tenant remains the holder of the licensing agreement and will remain responsible for their studio and any rent payments due.

The individual who will be occupying the studio does not need to submit an application or undergo an interview with the New Tenants Committee as they will not be becoming a tenant of ANCA. However, the individual and timeframe does need to be approved by the ANCA Board. The occupancy is subject to the person meeting any conditions that may be set by the ANCA Board.

If there is an over holding on a studio that has been sub-let, ANCA Board will exercise its rights to take possession of its premises and remove any items and furnishings from the studio. Any costs incurred by ANCA will be charged to the individual who sub-let the studio.