TENANT’S APPLICATION FOR VAA’S CONSENT TO SUB-SUBLEASE

For Office Use Only

Received By:

Date:

Applicant (VAA’S “Tenant”):

Our Land Lease # with Applicant (the “Land Lease”):

YYJ L B or Transport Canada Pacific #:

Name of Proposed Sub-sublessee:

Description of Sub-sublessee’s Proposed Use:

Procedure for Tenant Application for VAA Consent to Sub-Sublease:

☐ Per the terms of the Land Lease, a Tenant must apply to the VAA for Consent to Sub-Sublease any portion of their leased premises (“Consent”) if the Tenant:

(1) has an existing sub-subtenant but no Consent from VAA, or

(2) is considering subleasing to a new sub-subtenant,

You must apply to the VAA for Consent to Sub-Sublease.

☐ The Tenant will submit the proposed sub-sublease agreement which should be fully negotiated and executed between the parties. The sub-sublease will contain a caveat that the agreement is contingent on VAA’s review and consent (“Consent”) to same. The approved sub-sublease is then attached to the Consent as Schedule A.

☐ As a condition of the Consent, the Tenant will pay the VAA’s costs in providing the Consent which will include an administration fee of $250 plus taxes, and any reasonable legal fees incurred by the VAA, if applicable.

March 2018
### Procedure for Tenant Application for VAA Consent to Sub-Sublease:

1. VAA will be looking to ensure the following with respect to the proposed sub-sublease:
   - (1) VAA is not a party to the sub-sublease,
   - (2) Any references to the Land Lease #, dates, and subpremises drawing etc. are correct,
   - (3) Sub-sublease Term does not exceed the Tenant’s own Term under the Land Lease,
   - (4) Proposed use is in accordance with Tenant’s permitted uses under the Land Lease, and
   - (5) Sub-sublease contains a clause acknowledging the paramountcy of VAA's Land Lease with our Tenant; i.e. where there is a conflict the Land Lease rules.

2. Tenant must be in good standing under the lease, and up to date with rent payments and municipal taxes before Consent is granted.

3. Once approved the VAA will execute the Consent and return two originals to the Tenant, one for the Tenant and one for the Sub-subtenant.

4. Prior to the commencement of any improvements, installations, alterations, or additions to the subpremises made by or on behalf of the Sub-Subtenant, the Tenant or the Sub-Subtenant must first submit an application to and receive approval from the VAA for a development permit or a building permit, whichever may be required. If tenant or sub-subtenant is unsure what is required, please contact the VAA for clarification by emailing buildingpermit@victoriaairport.com or call 250-953-7588.