

# Office Lease

Olive Ledger

Please complete the sections below to finalize your office space lease details.

## PARTIES

Lessor / Landlord

Lessee / Company

Premises Address

## PREMISES

Suite / Floor

Rentable Square Footage

## TERMS & PAYMENT

Base Rent (Monthly \$)

CAM / Operating Costs (\$)

Security Deposit (\$)

Permitted Use

## DATES & SCHEDULE

Commencement Date

Expiration Date

## OPTIONS

Renewal Option

## SIGNATURES

Lessor Signature

Lessee Signature

Signature / date

Signature / date