

Commercial Lease Agreement (Office Space)

This **commercial lease agreement** form sample is designed specifically for office spaces, ensuring clear terms between landlords and tenants. It outlines essential details such as rent, duration, and responsibilities to protect both parties. Using this template helps streamline the leasing process and avoid potential disputes.

1. Parties

Landlord	[Landlord Name / Company]
Tenant	[Tenant Name / Company]

2. Premises

The leased premises are located at:

Address: [Full Office Address]

Suite/Unit: [Unit Number]

Square Footage: [Sq. ft.]

3. Lease Term

The lease begins on **[Start Date]** and ends on **[End Date]**.

Renewal Terms: [Specify Renewal Options, if any]

4. Rent

Monthly Rent	[\$[Amount]]
Due Date	[Due Date Each Month]
Security Deposit	[\$[Deposit Amount]]
Payment Method	[Payment Instructions]

5. Use of Premises

The premises shall be used exclusively for general office purposes. No other use is permitted without the prior written consent of the Landlord.

6. Maintenance & Repairs

Landlord: Responsible for the structural integrity and exterior maintenance.

Tenant: Responsible for maintaining the interior in clean and good condition.

7. Utilities & Services

[Specify who is responsible for each utility, e.g., electricity, water, internet, janitorial, etc.]

8. Insurance

Tenant must maintain liability insurance with a minimum coverage of \$[Amount]. Proof of insurance must be provided prior to occupancy.

9. Signatures

Landlord Signature	_____ Date: _____
Tenant Signature	_____ Date: _____

This is a sample template for informational purposes only. Consult an attorney before using for any legal transaction.