

# Simple Office Lease Agreement

**Date:** \_\_\_\_\_

**Landlord:** \_\_\_\_\_

**Tenant:** \_\_\_\_\_

**Premises:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Term:** Begins on \_\_\_\_\_ and ends on \_\_\_\_\_

**Rent:** \$ \_\_\_\_\_ per month, due on the \_\_\_\_\_ day of each month.

**Security Deposit:** \$ \_\_\_\_\_

## Terms & Conditions

1. The Tenant shall use the premises only for office purposes.
2. The Tenant agrees not to sublet or assign the premises without the Landlord's written consent.
3. The Tenant shall keep the premises clean and in good condition.
4. The Landlord may enter the premises for inspection or repair with prior notice.
5. Either party may terminate this agreement with \_\_\_\_\_ days' written notice.

By signing below, both parties agree to the terms of this Office Lease Agreement.

\_\_\_\_\_  
Landlord Signature  
Date: \_\_\_\_\_

\_\_\_\_\_  
Tenant Signature  
Date: \_\_\_\_\_