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Date:

To: Name ***Via E-mail:***

 Company

***RE: Lease Proposal for \_\_\_(Property)\_\_\_\_\_, \_\_\_\_(Location)\_\_\_\_\_\_\_\_***

Dear \_\_\_\_\_\_\_\_\_\_\_,

Submitted for your review is a proposal for your client to lease space at the above referenced shopping center.

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

Legal Tenant Entity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Please Specify)

Trade Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Premises: \_\_(Address and Suite #)\_\_

Square Feet: \_\_\_\_\_\_\_ SF

Lease Term: \_\_\_\_\_\_\_ months

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Base Rent: | Months | Rent/ SF | Monthly Rent | Annual Rent |
|  | 1 – 12 | $  | $  | $  |
|  | 13 – 24 | $  | $ | $  |
|  | 25 – 36 | $  | $  | $  |
|  | 37 – 48 | $  | $ | $  |
|  | 49 – 60 | $  | $  | $  |
|  |  |  |  |  |

CAM/RET/

Insurance: Tenant pays its share of full pro rata pass through expenses estimated at $\_\_\_\_\_ psf for the calendar year 20\_\_\_, commencing at delivery of premises. These charges are estimated to be: CAM-$\_\_\_\_\_\_ psf, Taxes-$\_\_\_\_\_\_ psf, and Insurance-$\_\_\_\_\_\_ psf.

Renewal Option: One (1) five (5) year option beginning at $\_\_\_\_\_\_ psf, with 3% rent increases annually. One hundred and eighty (180) days prior written notice required.

Initial Gross

Monthly Rent: $\_\_\_\_\_\_\_\_\_\_\_ (includes all expenses and State sales tax).

Percentage Rent: Five percent (5 %) over natural break point. (Year 1 = $\_\_\_\_\_\_\_\_\_\_\_\_). Monthly Sales Reporting.

Use:

Security Deposit: Subject to financial review - Minimum one (1) month’s total rent ($\_\_\_\_\_\_\_\_\_\_\_).

Condition of Unit: “As-is”

Tenant

Improvement: Landlord shall provide a tenant allowance reimbursement of up to $\_\_\_\_ psf ($\_\_\_\_\_\_\_\_\_\_\_\_\_) for use in construction of tenant’s improvements to be paid to Tenant after store opens upon submission to Landlord of paid receipts.

Lease

Commencement:

Rent

Commencement: Base Rent to commence the earlier of sixty (60) days from delivery of premises or the day the tenant opens for business, whichever occurs first.

Delivery of Premises: Immediately upon Lease execution.

Signage: In accordance with \_\_(Property)\_\_\_ sign criteria.

Broker:

Guaranty: The lease, if in individual’s or franchisee’s corporation, must be personally guaranteed. (If married, both husband and wife are required to sign the guaranty).

Acceptance

Date: The business terms and conditions outlined above will expire at 5:00 p.m., on the fifth (5th) day following the date of this letter. This proposal is subject to the final approval of Ownership. The author reserves the right to change, alter, delete or completely withdraw this proposal at any time without notice to the prospective tenant.

The business terms and conditions outlined above are not an offer to lease. Neither party will be bound by these terms and conditions until Landlord’s standard form lease has been fully executed by both parties. When a lease is signed, it will supercede and replace this summary in its entirety.

If you have any questions, please do not hesitate to call me at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; if not, please sign and date below indicating your acceptance, keep one copy for your files and mail or email one copy back to me and I will prepare the final documents.

Sincerely,

By:

Accepted this day of , 19

By:

Name:

Title: