

# Commercial Office Rental Agreement Form

This Commercial Office Rental Agreement ("Agreement") is made on this \_\_\_\_ day of \_\_\_\_\_, 20, between:

- Landlord Name: \_\_\_\_\_
- Landlord Address: \_\_\_\_\_
- Tenant Name: \_\_\_\_\_
- Tenant Address: \_\_\_\_\_

## 1. Property Details

- Office Address: \_\_\_\_\_
- Total Space Rented: \_\_\_\_\_ square feet
- Purpose of Use: \_\_\_\_\_

## 2. Lease Term

- Lease Start Date: \_\_\_\_\_
- Lease End Date: \_\_\_\_\_
- Renewal Option: (Yes/No) \_\_\_\_\_

## 3. Rent and Payment

- Monthly Rent Amount: \$ \_\_\_\_\_
- Payment Due Date: \_\_\_\_\_
- Late Payment Penalty: \$ \_\_\_\_\_

## 4. Maintenance Responsibilities

- **Tenant Obligations:** \_\_\_\_\_
- **Landlord Obligations:** \_\_\_\_\_

**5. Signatures**

- **Landlord Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_
- **Tenant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_