

# OFFICE COMMERCIAL LEASE AGREEMENT

**Premises:** [PREMISES ADDRESS] **Effective Date:** **Governing State:** [STATE]

## COMMERCIAL OFFICE LEASE

This Office Lease (this "Lease") is made as of between [LANDLORD NAME] ("Landlord") and [TENANT NAME] ("Tenant") for office premises at [PREMISES ADDRESS] (the "Premises"), approximately [RENTABLE SQUARE FOOTAGE] RSF.

### 1. Term

\*\*\*\* to \*\*\*\* (5 years).

1 x 5-year renewal(s) exercisable 9-12 months in advance. FMR appraisal procedure.

### 2. Base Rent

\*\*\*\* per month. 3% annual. Late 5% + 12% interest.

### 3. Security Deposit

\*\*\*\*.

### 4. Permitted Use — Class A/B Office

Permitted Use is general office purposes consistent with a Class A/B office building, including administrative, professional services, sales, meetings, and ancillary reception — specifically [PERMITTED USE OF THE PREMISES]. No medical, dental, retail, restaurant, industrial, or educational use (other than executive training) without Landlord's written consent.

### 5. Building Services; Standard Hours

Landlord shall provide, as part of Base Rent (unless a net-lease structure applies): climate control during Building Standard Hours (M-F 8-6, Sat 9-1, Building holidays excluded), passenger and freight elevator service, common-area janitorial 5 nights/week, common-area lighting, restrooms, water, and security access control. After-hours HVAC at Landlord's posted rate.

### 6. Tenant Fit-Out; Building Standard

Tenant signage, build-out, and cabling shall conform to Building Standard. Low-voltage cabling installed by Tenant shall be plenum-rated, labeled, and removed at lease end unless Landlord elects otherwise.

## **7. Rules and Regulations**

Tenant shall comply with Building Rules and Regulations (Exhibit R), including moving/delivery, HVAC thermostats, signage/directory standards. Amendments on reasonable notice that do not materially and adversely affect Tenant's use.

## **8. Telecommunications**

Tenant may install a dedicated telecom circuit subject to Landlord's reasonable consent and a Licensed Telecommunications Agreement with the carrier.

## **9. Expense Allocation**

### **10. Utilities**

Direct.

### **11. Maintenance; Alterations**

Landlord: structure, base-building systems. Tenant: interior. Alterations >\$10,000 or structural require consent; lien-free 20-day discharge.

### **12. Insurance**

CGL \$1,000,000.00/\$2,000,000.00; property; 12-month BI; WC; EL \$1M. Waiver of subrogation.

### **13. Assignment / Default / Holdover / Casualty / SNDA / Estoppel / Indemnity**

Standard commercial; 5/30-day cures; 150% holdover; 180-day casualty election; SNDA; 15-BD estoppel; mutual indemnity; consequential damages waiver.

ADA allocation. CERCLA/RCRA.

Good-guy guaranty. Force majeure 180 days.

### **14. State-Specific**

### **15. General**

[STATE] law; county venue. Court. Attorneys' fees.

## **Signatures**

### **Landlord**

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**Tenant**

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**Guarantor**

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE