

Shared Office Space Lease Form

1. Parties

Lessor (Landlord/Owner):

Lessee (Tenant):

2. Premises

Office Address:

Description of Space:

Describe office size, desk, common areas, etc.

3. Term

Start Date:

End Date:

4. Rent & Payment

Monthly Rent Amount:

Due Date each month:

Payment Method:

5. Security Deposit

Deposit Amount:

6. Use of Space & Shared Facilities

List allowed uses, shared facility rules, common area access, etc.

7. Additional Terms

Other arrangements, restrictions, etc.

8. Signatures

Lessor Signature:

Date

Lessee Signature:

Date