

# Short-Term Office Space Rental Agreement

This Short-Term Office Space Rental Agreement ("Agreement") is made and entered into as of \_\_\_\_ / \_\_\_\_ / \_\_\_\_ ("Effective Date") by and between:

- Landlord: \_\_\_\_\_
- Tenant: \_\_\_\_\_

## 1. Premises

The Landlord hereby rents to the Tenant the office space located at:

\_\_\_\_\_

(the "Premises").

## 2. Term

The term of this Agreement begins on \_\_\_\_ / \_\_\_\_ / \_\_\_\_ and ends on \_\_\_\_ / \_\_\_\_ / \_\_\_\_ ("Rental Term").

## 3. Rent

The total rent for the Rental Term is \$\_\_\_\_\_, payable as follows: \_\_\_\_\_

## 4. Use of Premises

The Premises shall be used for office work and professional business purposes only. Subleasing is not permitted without written consent of Landlord.

## 5. Security Deposit

Tenant will pay a security deposit of \$\_\_\_\_\_, to be returned subject to the condition of the Premises.

## 6. Maintenance & Damages

Tenant shall keep the Premises clean and in good order. Tenant is responsible for damages beyond normal wear and tear.

## 7. Termination

This Agreement terminates automatically at the end of the Rental Term, unless otherwise agreed in writing by both parties.

## 8. Other Terms

\_\_\_\_\_

\_\_\_\_\_

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

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Tenant Signature      Date