



USA MANAGEMENT
 35110 Euclid Ave.
 Willoughby, Ohio 44094
 Phone - 440-942-8770
 Fax - 440-918-1949

LEASE PROPOSAL / LOI FORM

Date: _____

Lessor: _____

Lessee(s) Name(s): _____

Lessee(s) Address: _____

Lessee email: _____

Building: _____

Suite: _____

Sq. Ft.: Approximately S/F

Term: _____ Years w/ Option(s) at years each

Rent:	Years	Monthly Rent	Annual Rent
Option Term Rent:	(Option 1)		
	(Option 2)		

Percentage Rent: _____

Lease Form: _____

Rent Commence Date: _____

Use: _____

Refundable Security Deposit: _____ By Check Credit Card*
 (Maintain Equal to Rent)

Advance Rent Due: (First Monthly Rent Installment)

Utilities: Separately metered

Triple Net Charges: Lessee pays its pro rata share of:

1. Insurance	s/f estimate
2. Real Estate Taxes	s/f estimate
3. CAM	s/f estimate pro rata -OR- s/f Year 1 w/3% annual cumulative increases

Radius Restriction: _____

Signage: To be Approved by USA Management prior to installation

Special Provisions:

1. _____
2. _____
3. _____
4. _____

Real Estate Broker:	<input type="checkbox"/> Yes <input type="checkbox"/> No (check one)
Real Estate Broker Name:	_____
Broker Company Name:	_____
Broker Commission %:	%
Total Commission \$:	_____

This is neither a lease nor a contract to make a lease, but rather facts upon which a lease may be drafted. There shall be no lease until incorporated into a final written lease signed by both parties.

Lessee Approval:

Lessor Approval:

By Date

by Date
Property Owner representative

Leasing Agent:

Date

Cam, Taxes, Insurance.

Landlord pays Cam, Taxes and Insurance on a cash basis. Tenant shall reimburse Landlord for any payments made during the Lease year by Landlord even though in the case of Real Estate Taxes there may be billings from the county in arrears.

Tenant shall make estimated payments on each of the Cam, Tax or insurance on a monthly basis with a reconciliation to be completed at the end of the year comparing the estimated tenant payments to the actual payments made by Landlord.

Evidence of real estate taxes may be viewed and is sufficient if available on the county web site for the appropriate community. In the Event that there is no county web site for viewing the landlord will provide a copy of the bill but otherwise will not be required to. Real Estate taxes includes both taxes and normal assessments as well as increases relating to sale transactions all of which shall be the responsibility of Tenant for reimbursement.

Landlord buys insurance on a master policy of insurance for its properties. Insurance includes all types of insurance that landlord deems appropriate for the operation of the shopping center directly or indirectly and is included in the insurance estimate provided in the letter of intent. Evidence of the insurance amount is provided by the company insurance agent and a statement from the agent of the premium for same is sufficient evidence of the insurance amount for reimbursement by the tenant.

Evidence of Cam charges for the year will be provided upon request and will be in the form of a computer generated ledger copy which shall be sufficient evidence for billing and reconciliation purposes.

Landlord cam is defined as all of the shopping center expenses paid on a cash basis during the year and both direct and indirect expenses including management and overhead expenses but excluding the construction of additional buildings, tenant improvement construction or construction of a shopping center renovation. Calculation is based upon the tenant square footage as it relates to the leasable square footage of the center. In the event that an anchor tenant is in the center (defined as 25,000 square feet or greater), both the anchor tenant contribution shall be deducted from the cam expenses and the anchor tenant square footage will be deducted from leasable square footage before calculating the tenants percentage share and calculating the tenants percentage of square footage.

