

LEASE AGREEMENT GUIDELINES

1. Parties:

Identify the landlord/lessor and the tenant/lessee by their full legal names and addresses.

2. Property Description:

Provide a detailed description of the property being leased, including the address and any specific details that define the property (e.g., unit number, room specifications).

3. Lease Term:

Specify the duration of the lease, including the start date and end date. If it's a periodic lease, indicate the notice period required to terminate the agreement.

4. Rent Payment:

State the amount of rent due, the payment frequency (e.g., monthly), and the acceptable payment methods. Include any late fees, penalties, or discounts for early payments.

5. Security Deposit:

Outline the amount of the security deposit required, its purpose, conditions for its return, and any deductions that may be made.

6. Maintenance and Repairs:

Clarify the responsibilities of both parties regarding maintenance, repairs, and property upkeep. Specify which party is responsible for specific repairs and how they should be reported.

7. Utilities and Services:

Specify which utilities and services are included in the rent (e.g., water, electricity, internet) and any limitations or additional charges.

8. Use of Property:

Define the permitted use of the property and any restrictions on activities, such as subleasing, running a business, or having pets.

9. Entry and Access:

Describe the circumstances under which the landlord or their authorized representatives can enter the property, ensuring compliance with applicable privacy laws.

10. Termination:

Explain the conditions under which the lease can be terminated by either party, including notice periods, penalties, and the return of the security deposit.

11. Governing Law and Jurisdiction:

Specify the jurisdiction and governing law that will apply to the lease agreement.

12. Additional Terms and Conditions:

Include any other important terms and conditions relevant to the lease, such as restrictions on alterations, insurance requirements, or dispute resolution methods.

13. Signatures:

Provide space for both parties to sign and date the lease agreement, acknowledging their acceptance and understanding of the terms.