LEASE AGREEMENT

THIS LEASE AGREEMENT is made and entered into on this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_ 20\_\_, by and between:

1. Alamait Private Limited, a duly registered company, herein referred to as the “Lessor”, with its principal place of business at [Lessor’s Address].

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, herein referred to as the “Lessee”, a [Lessee’s Business Type/Individual] duly registered and operating in [Location].

WHEREAS, the Lessor agrees to lease office space to the Lessee under the terms and conditions set forth in this agreement.

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1. LEASE TERM

1.1 The lease term shall commence on the \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_ 20\_\_, and shall be for a period of \_\_\_\_ months, ending on the \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_ 20\_\_.

1.2 The lease may be renewed upon mutual agreement of both parties for an additional period as agreed.

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2. USE OF PREMISES

• The premises shall be used exclusively for business purposes and not for residential or personal use.

• Permitted Business Activities: The office may be used for professional services such as consulting, accounting, legal services, tech startups, administrative offices, and other approved business activities.

• The Lessee shall not conduct any business involving hazardous materials, excessive foot traffic, or activities that may disrupt other tenants.

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3. NOISE LEVELS

• Tenants must maintain reasonable noise levels during business hours.

• Loud music, shouting, or disruptive noise that disturbs other occupants is strictly prohibited.

• Repeated noise violations may result in warnings, fines, or lease termination.

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4. SECURITY DEPOSIT

• A security deposit of $300 (equivalent to one month’s rent) shall be paid before moving in.

• This deposit will be refundable upon lease termination provided the following conditions are met:

• No damage beyond normal wear and tear.

• No outstanding rent or penalty fees.

• The office is restored to its original condition (if any alterations were made).

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5. OFFICE ACCESS HOURS

• Standard Access: The office shall be accessible Monday to Friday from 7:00 AM to 7:00 PM and Saturdays from 8:00 AM to 3:00 PM.

• After-Hours Access: Special permission must be requested for access outside standard hours.

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6. OFFICE ALTERATIONS & RESTORATION AGREEMENT

• Lessees may make minor alterations that do not damage the furniture, walls, flooring, or structure.

• Prohibited Alterations:

• Permanent drilling, painting, or wall modifications.

• Structural changes that require removing fixtures or built-in furniture.

• Restoration Agreement: If any approved alterations are made, the Lessee must restore the office to its original condition before vacating.

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7. CLEANING & MAINTENANCE

• A cleaner will be provided every morning to clean the common areas, floors, and offices.

• Kitchen Cleaning Policy: Lessees are responsible for cleaning their own kitchen utensils.

• Food & Supplies: Lessees must bring their own food, beverages, and kitchen supplies. The Lessor does not provide food, drinks, or cooking essentials.

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8. UTILITIES & DISCLAIMER

• The Lessor provides electricity, internet, and security.

• Service Disruptions: The Lessor is not responsible for service interruptions caused by ZETDC, internet providers, or other external service providers unless backup provisions are available.

• Fair Usage Clause: If a tenant excessively consumes utilities, the Lessor may charge additional fees or terminate the lease.

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9. BREACH OF CONTRACT & TERMINATION

9.1 Violations That May Lead to Lease Termination

The following violations may result in lease termination:

• Failure to pay rent or penalties.

• Unauthorized subleasing.

• Repeated failure to secure office doors and windows.

• Destruction of office property.

• Excessive noise or disruptive behavior.

• Illegal activities.

9.2 Violation Handling Procedure

• First Violation: Written warning.

• Second Violation: Penalty fine.

• Third Violation: Lease termination.

For severe violations, the Lessor reserves the right to immediately terminate the lease without prior notice.

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10. BOARDROOM BOOKING POLICY

• The boardroom is available for use only by tenants.

• Non-tenants must book in advance and pay the applicable fee.

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11. SIGNATURES

IN WITNESS WHEREOF, the parties hereto have executed this Lease Agreement as of the date first written above.

Lessor: Alamait Private Limited

Authorized Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lessee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_