{{ date\_today }}

**{{ shop\_owner }}**

{{ shop\_address }}

RE: **LEASE PROPOSAL**

Dear Ms. Belleza,

Warm Greetings from Urban Stop Incorporation!

This letter serves as our formal lease proposal regarding a space at Urban Stop Building, a commercial building corner of Balibago Road and RSBS Boulevard, Balibago Santa Rosa City. Please find below the following terms and conditions:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Location: | {{ location }} | | | | | | |
| Rate: | Php {{ rate }} per square meters | | | | | | |
| Area: | {{ area }} square meters | | | | | | |
| Advance: | 3 months Php {{ advance }} | | | | | | |
| Deposit: | 3 months Php {{ deposit }} | | | | | | |
| Terms: | {{ terms }} | | | | | | |
| Escalation: | {{ escalation }} | | | | | | |
| Grace Period: |  | | | | | | |
| **Monthly Rent:** | **Yr** | **Period Covered** | **Esc** | **Basic Rent (Php)** | **12% VAT (Php)** | **(5% w/Tax) Php** | **Net Rent (Php)** |
| 1 | August 1, 2019 to  May 31, 2020 | 5% | 28,361.81 | 3,403.42 | (1,418.09) | 30,347.14 |
| 2 | June 1, 2020 to  May 31, 2021 | 5% | 29,779.90 | 3,573.59 | (1,489.00) | 31,864.49 |
| **Monthly CUSA:** | **Yr** | **Period Covered** | **Esc** | **Basic Rent (Php)** | **12% VAT (Php)** | **(5% w/Tax) Php** | **Net Rent (Php)** |
| 1 | August 1, 2019 to  May 31, 2020 | 5% | 4,200.00 | 504.00 | (84.00) | 4,620.00 |
| 2 | June 1, 2020 to  May 31, 2021 | 5% | 4,410.00 | 529.20 | (88.20) | 4,848.02 |

If the foregoing is applicable to you, please sign the space provided below to signify your conformity and return a signed copy to us no later than **July 31, 2019** so we can facilitate the lease documentation. In the event we do not receive the signed copy within the above period, we shall assume that you are no longer interested and offer the space to another party.

Should you wish to discuss the matter further, please do not hesitate to contact us through the undersigned at mobile number **09173120616**.

We look forward to your favorable response on the matter. ­

Thank you.

**URBAN STOP INCORPORATED**

By:



CONFORME:

**Melissa Aboy­**

General Manager

**Edel R. Belleza**

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