

# Lease Administration Agreement

This Lease Administration Agreement ("Agreement") is entered into as of  ("Effective Date"), by and between  ("Landlord") and  ("Tenant").

## 1. Purpose

The purpose of this Agreement is to set forth the terms under which the Tenant shall lease from the Landlord the premises located at  ("Premises").

## 2. Term

The lease term shall begin on  and shall end on  , unless terminated earlier in accordance with this Agreement.

## 3. Rent

The Tenant agrees to pay monthly rent of\$  , due on the first day of each month.

## 4. Administration

The Landlord shall be responsible for the administration of the lease, including collection of rent and management of the Premises in accordance with applicable laws.

## 5. Signatures

Landlord:  Date:   
Tenant:  Date: