

## COMMERCIAL NON-BINDING OFFER TO LEASE ADDITIONAL RENT SCHEDULE

This document forms part of the commercial non-binding offer to lease #: \_\_\_\_\_

Landlord \_\_\_\_\_ Tenant \_\_\_\_\_

Landlord \_\_\_\_\_ Tenant \_\_\_\_\_

Operating Expense Item	A Landlord Pays	B Tenant Pays (Proportionate Share if Tenant leases only a portion of the Lands)	C Does Not Form Part of Additional Rent (Tenant obtains and pays directly to provider/supplier)	Notes
<b>Taxes:</b>				
Business Taxes				
Property Taxes				
<b>Insurance:</b>				
Landlord's Property & Liability				
Tenant's Property & Liability				
Glass Doors/Windows & Frames				
<b>Utilities &amp; Services:</b>				
Electricity				
Water and Sewer				
Natural Gas				
Telephone				
Cable TV				
Waste Removal/Garbage				
Janitorial Services & Supplies				
Landscape & Grounds keeping				
Property Management Fees				
Highspeed Internet				
<b>Maintenance &amp; Repair:</b>				
Structural				
Roof Covering (non-structural)				
HVAC, Plumbing & Mechanical				
Lighting & Electrical Systems				
Interior Décor				

Other Non-Structural Components				
Pavement and Hard Surfacing				
<b>Replacement or Depreciation:</b>				
<b>Other Expenses:</b>				

The tenant will pay the landlord for all Operating Expenses incurred by the landlord in connection with the Premises which are not otherwise contemplated above.

Dated at \_\_\_\_\_, m. on \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 Landlord Signature                      Witness Signature                      Witness Name (print)

\_\_\_\_\_  
 Landlord Signature                      Witness Signature                      Witness Name (print)

Dated at \_\_\_\_\_, m. on \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 Tenant Signature                      Witness Signature                      Witness Name (print)

\_\_\_\_\_  
 Tenant Signature                      Witness Signature                      Witness Name (print)