## Sample Business Lease Proposal:

Name of leasing agency: Hotland Associates

RFP number: 92892

Name of owner of property: Dorothy Kennings

Address: 72 Pecan Grove, Austin

Location of property: Same as above

Name of tenant: Tony Williams

Address: 92 Hill Country, Dallas

Proposal prepared on: December 20, 2011

Proposal prepared by: John Matthews

Manager, Hotland Associates

Proposal submitted on: December 29, 2011

Proposal topic: Business lease proposal

**Purpose:** The purpose of this proposal is mention the rent the tenant is offering to pay to the owner of the property and how the tenant plans to use the property for business

**Details of Business Lease Proposal:**

* The area of the property is 5,000 sq feet
* The rent of the property can be $7,000 to $8,000 per month, besides utility bills
* The property will be used as an insurance office

Proposal signed and approved by:

Lessor                                                           Lessee

Date                                                              Date