

# Operating Lease Agreement

**Lease Agreement Number:** [Insert Number]

**Date:** [Insert Date]

## PARTIES

This Operating Lease Agreement ("Lease") is made between:

**LESSOR:** [Lessor's Name]  
Address: [Lessor's Address]

**LESSEE:** [Lessee's Name]  
Address: [Lessee's Address]

## LEASED EQUIPMENT

The Lessor agrees to lease to the Lessee the following office equipment:

- [Description of Equipment 1]
- [Description of Equipment 2]
- [Description of Equipment 3]

## DURATION

The lease term shall commence on [Start Date] and continue until [End Date].

## LEASE PAYMENTS

The Lessee agrees to pay the Lessor a monthly lease payment of [Amount] due on the [specify due date] of each month.

## MAINTENANCE AND REPAIRS

The Lessee shall be responsible for maintenance and repair of the leased equipment during the lease term.

## TERMINATION

Either party may terminate this lease with [number] days written notice to the other party.

# **SIGNATURES**

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

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[Lessor's Name]

Lessor

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[Lessee's Name]

Lessee