

# Operating Lease Disclosure

Date: [Insert Date]

To: [Management Name]

From: [Your Name]

Subject: Operating Lease Disclosure for Management Discussion

Dear [Management Name],

This letter serves to disclose information pertaining to the operating leases held by [Company Name] as part of our ongoing financial review. Operating leases represent commitments that could impact our future financial performance and liquidity.

## Summary of Operating Leases

- **Lease 1:** [Description of the lease, including asset type, lease term, and payment schedule]
- **Lease 2:** [Description of the lease, including asset type, lease term, and payment schedule]
- **Total Lease Obligations:** [Total value of lease payments due]

## Impact on Financial Statements

The operating leases will be reflected in the financial statements as follows:

- Lease Expenses: [Estimated annual expense]
- Future Lease Commitments: [Future payments schedule]

## Conclusion

Management is encouraged to review the above information, as it plays a crucial role in assessing our financial health and strategic planning. Please feel free to reach out for further clarification or discussion.

Sincerely,

[Your Name]

[Your Position]

[Company Name]