

# Commercial Lease Offer

Date: [Insert Date]

[Prospective Tenant's Name]  
[Prospective Tenant's Address]  
[City, State, ZIP Code]

Dear [Prospective Tenant's Name],

We are pleased to present you with an offer to lease the commercial property located at [Property Address]. We believe this property is well-suited for your business, and we are excited about the possibility of having you as our tenant.

## Lease Terms:

- **Lease Term:** [Lease Duration, e.g., 5 years]
- **Monthly Rent:** \$[Amount]
- **Security Deposit:** \$[Amount]
- **Start Date:** [Proposed Start Date]
- **Rent Increases:** [Details on Rent Increases]
- **Use of Premises:** [Describe Permitted Use]

Please note that this offer is subject to negotiation and final approval. We invite you to review the terms and discuss any adjustments you might require.

We are looking forward to your positive response. If you have any questions or would like to arrange a meeting, please feel free to contact me directly at [Your Phone Number] or [Your Email Address].

Thank you for considering this opportunity.

Sincerely,  
[Your Name]  
[Your Title]  
[Your Company Name]  
[Company Address]  
[City, State, ZIP Code]  
[Your Phone Number]  
[Your Email Address]