

SUB-LEASE (SAMPLE)

1. PARTIES:

THIS SUB-LEASE IS EXECUTED BY AND BETWEEN _____ (Landlord), whose address for the purpose of this Lease is _____ (Address), _____ (City), Iowa _____ (Zip Code), and the State of Iowa, for the benefit of the Iowa Department of Human Services _____ (DHS office). _____ (Tenant), whose address for the purpose of this Lease is _____ (Address), _____ (City), Iowa _____ (Zip Code).

2. LEASED PREMISES:

_____ (Landlord), sub-leases to the State of Iowa the following described property, office space located at _____ (Address), _____ (City), Iowa _____ (Zip Code) (address of leased property) and the _____ (Total Square Footage).

3. TERM OF SUB-LEASE:

It is understood and agreed that the sub-lease shall commence on ____ day of _____ 20____, and shall end on ____ day of _____ 20____, both days inclusive. Each party shall have the right to terminate this Lease by giving the other party sixty (60) days prior written notice.

4. RENTAL:

Tenant agrees to pay monthly rent of _____ (Monthly Rental Cost) per month, the first rent payment becoming due upon ____ day of _____ 20____ (Date First Payment is Due), the same in arrears, on or before the last day of each month thereafter, during the term of this Lease. The Tenant agrees to make payment of rent directly to _____ (Name of Owner).

5. UTILITIES, SERVICES AND EQUIPMENT:

- ◆ Cost of heating shall be furnished at the expense of landlord.
- ◆ Cost of air conditioning shall be furnished at the expense of landlord.
- ◆ Cost of water and sewer shall be furnished at the expense of landlord.
- ◆ Cost of electricity shall be furnished at the expense of landlord.
- ◆ Trash disposal shall be supplied by landlord.
- ◆ Janitorial services shall be supplied by landlord.
- ◆ Replacement of fluorescent tubes and lights shall be supplied by landlord.
- ◆ Snow removal shall be furnished at the expense of landlord.

6. NON-APPROPRIATION CLAUSE:

Notwithstanding anything in this Lease to the contrary, and subject to the limitations, conditions, and procedures set forth below, the Tenant shall have the right to terminate by giving sixty (60) days written notice to the landlord all or a portion of this Lease in the event there has been, after reasonable request for such funds, 10% reduction, from the prior years' _____ (DHS Office Name) operational budget, of the State Department of Human Services. If an appropriation to cover the costs of this Lease becomes available within sixty (60) days subsequent to termination under this clause, Tenant agrees to re-enter the Lease with the terminated Landlord under the same provisions, terms and conditions as the original Lease.

7. HANDICAPPED ENHANCEMENTS:

The Landlord agrees to provide necessary modifications within the time lines as provided in Attachment A.

8. OTHER:

- ◆ This sub-lease is conditional to approval of the original lessor.
- ◆ All other terms and conditions of this sub-lease will be directed by the primary Lease attached.

LESSOR

Name	Date
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TENANT (State of Iowa Department of Human Services)

Name	Date
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LANDLORD

Name	Date
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