



## Short Time Rental of Office Space

Agreement between Commerce North West and \_\_\_\_\_

Best Contact \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

### Office Space Selected

- Large Room/ Boardroom
- Small room

### Dates required

From \_\_\_\_\_ until \_\_\_\_\_

Any additional dates required (if applicable) \_\_\_\_\_

Total number of days required \_\_\_\_\_

Amount Owing \_\_\_\_\_

The tenant agrees to pay in full the amount listed above as the fee for hiring the room selected. The tenant also understands that the room is upstairs and alternative access is not available for persons with mobility difficulties.

The landlord agrees to provide the room in clean serviceable order and include for the use of the tenant, electricity, Airconditioning and WiFi as required. The tenant will also have access to a unisex toilet.

Signed on behalf of Commerce North West \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Signed on behalf of Tenant \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_