

**CARTUS SUMMARY FOR LEASE RENEWAL**

**\*PLEASE NOTE: THIS IS NOT A LEGAL REVIEW**

|  |  |
| --- | --- |
| **For DPM to Complete** | |
| Assignee Name |  |
| Assignee’s Company |  |
| Monthly Rental Max. Budget *if provided by Employer* |  |
| IOR Destination Program Manager |  |

|  |  |
| --- | --- |
| Date | |
| Tenant(s)/Person(s) Signing Lease |  |
| Rental Property Address |  |
| Lease Term Dates |  |
| Monthly Rent:   * Other monthly fees, if applicable * Total |  |
|  |
|  |
| Early Lease Termination/Break Clause Included (Y/N)? | With       days advance notice, may be given      , payment of $       , and return of all concessions, due       , the Tenant is released from full lease responsibilities including utilities |
| **Landlord** Break Clause. Can the Landlord terminate the lease **without** cause? If yes, please document terms |  |
| Renewal Terms |  |
| Written Notice to Vacate |  |