Letter of Intent to Lease

Future Suites at Office Warehouse Complex

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

RE: Letter of Intent to Lease – Future Suites at **SCM FLEXWORKS**, Cleveland, TX

Dear [SCM INTEGRA],  
  
This Letter of Intent (“LOI”) sets forth the general terms and conditions under which \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(“Prospective Tenant”) is interested in leasing one or more suites within the planned development at 12197 FM 2025, Cleveland, TX, USA (the “Property”).  
  
Please note, this LOI is non-binding and is intended solely as a basis for preparing a mutually acceptable lease agreement.  
  
Proposed Lease Terms  
  
**- Premises:** [Specify the number and estimated square footage of suites desired (e.g., “two office warehouse suites totaling approximately 4,000 SF”)] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**- Project:** Future Office/Warehouse Development located at 12197 FM 2025, Cleveland, TX, USA  
**- Lease Commencement Date:** Upon substantial completion of the suites and receipt of a Certificate of Occupancy (estimated [12/2025])  
**- Lease Term:** [Five (5) years with a potential option to renew]  
**- Base Rent:** To be negotiated based on market rates and final suite specifications  
**- Security Deposit:** To be determined  
**- Use of Premises:** General office, light industrial, and storage as permitted by zoning  
**- Tenant Improvements:** To be discussed, depending on final suite layout and construction schedule  
**- Parking:** [To be discussed, depending on final suite size]  
  
Additional Considerations  
  
- Prospective Tenant may require signage rights and the ability to customize interior layout subject to landlord approval.  
- This LOI is subject to final approval of the completed construction plans and availability of the selected suites.  
  
If the above terms are generally acceptable, we would welcome the opportunity to move forward with lease negotiations. Please confirm your interest and availability for further discussion.  
  
Thank you for your time and consideration. We look forward to the possibility of becoming a long-term tenant at your development.  
  
Sincerely,  
**Francisco Perez  
Leasing Manager  
SCM Integra, LLC**