

REAL PROPERTY

Effective: 04/01/1998

Supersedes:

Review Date:

Issuing Office: [Real Estate Development \(RED\)](#)

DATA APPROVAL SHEET
Off Campus Lease Space - Regents As Lessee
Lease Summary

SAN DIEGO CAMPUS

ROUTING DATE:

Administrative Information

Real Estate System # _____ Type Agreement: _____ Type Action: _____

Approval Level: Campus _____ OP _____ Regents _____ Source: _____

Org./Index: _____ Fund: _____

Lease Participants

Department: _____ Lessor: _____

Contact: _____

Phone: _____

Address: _____

Property Information

Address: _____ RSF/Lease: _____ Year Bldg. Constructed: _____

Total Bldg. Sq. Ft: _____ Lease Space Usage: _____

Total SF Occupied by University: _____

Lease Information - Terms

Start Date: _____ Term Date: _____ Length of Term _____ yrs. _____ mos. _____ days

Options: _____ Type of Lease: _____

Lease Information - Financial

Initial Monthly Rent: _____ Cost Per Sq. Ft.: _____ Utilities/Services Included? Yes _____
NO _____

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Tenant Improvements: Pd. by Tenant: _____ Pd. by Landlord: _____ Total TI Amt Paid by
Landlord Yes _____ No _____

First Year Rent (exclude concessions): _____ Concession: _____ Adjustment Method: _____

Total Minimum Cost Over Term: _____ Minimum % Increase: _____

Total Maximum Cost Over Term(include CPI max): _____ Maximum % Increase _____

APPROVALS:

Lease Initiator/Date

Department Chair/Date

Dean, School of Medicine/Director, Hospitals & Clinics / Date