

OFFICE LEASE AGREEMENT PROPOSAL

BASIC TERMS SHEET

This Basic Terms Sheet to a proposed Office Lease Agreement between the Parties listed below is for the convenience of the Parties in quickly referencing of the basic terms of the proposed Office Lease Agreement. It is not intended to serve as a complete summary of the Office Lease Agreement. In the event of any inconsistency between this Basic Terms Sheet and the Office Lease Agreement, the applicable Office Lease Agreement provision shall prevail and control.

<u>Date of Lease Proposal:</u>	August 24, 2020
<u>Name of Lessor:</u>	M & L Properties, Ltd.
<u>Address for Lessor:</u>	11170 La Quinta Place, Suite C El Paso, Texas 79936
<u>Name of Lessee:</u>	
<u>Address of Lease Premises:</u>	11170 La Quinta Place, Suite A El Paso, Texas 79936
<u>Approximate Gross Rentable Floor Area:</u>	1,500 square feet office space
<u>Lease Commencement Date:</u>	September 15, 2020
<u>Lease Expiration Date:</u>	September 16, 2021
<u>Monthly Base Rent:</u>	Year (1) \$1,725.00 per month
<u>Payable Upon Signing Lease:</u>	1 st month rent, Security Deposit and immediate transfer of utilities to Tenant
<u>Late Charges:</u>	5% of amount due if rent is paid more than 10 days after due date
<u>Lessee's Security Deposit:</u>	\$1,500.00
<u>Lessee's Permitted Use:</u>	Professional Office
<u>Lessee's Expenses:</u>	Personal Property Taxes; Personal Property Insurance, General Liability Insurance, Utilities: gas and electricity, fire extinguisher, maintenance, plumbing services, and front door and marquee signage; Proof of Insurance to be provided 30 days after signing of lease. Optional: security alarm, janitorial services, and pest extermination services.
<u>Lessor's Expenses:</u>	Real Estate Taxes, Commercial General Fire and Liability Insurance, Repairs and Maintenance (except plumbing as described above), Common Area Maintenance, Trash Removal and Water utilities only.