

# Lease Termination Form

## Note:

Customers terminating leases must re-instate the premise to its original condition as stipulated in the lease agreement.

The estimated cost of re-instatement depends on the type of facility;

**Office: AED1000,      Onsite Residence: AED1000,      Warehouse /Showroom: AED 5000,**

The above facility reinstatement cost is an estimated cost for your approval only. Customers would be charged on actual cost. If the actual cost is above the estimated amount, customers would be duly informed, for an approval within 5 working days of notification.

If the above cost is not acceptable, customer has the option to re-instate the facility to Jafza standards.

**Note:** Jafza will not initiate End of Lease process (EoL) including any inspections and/or evaluations unless the key is handed over.

## 1. Facility Re-instatement

Type	Office AED 1000	OSR AED 1000	WH/Sh.R AED 5000
Number			
Total			

## 2. Access to Facility

Please indicate if the key has been handed over to Jafza.

YES

NO

## 3. Furniture and Fit-out

1. Do you have any furniture within the facility?	Y	N
2. If "Yes", will you be taking the furniture, when terminating the facility?	Y	N
3. Do you require a gate pass to clear the furniture from the Free Zone?	Y	N
4. Did you install any fit-out at your cost	Y	N
5. If "Yes", did you obtain the required NOC's?	Y	N
<b>Please enclose NOC</b>		

**Note: If the furniture is not cleared, it will be removed at Customers cost and Jafza will not bare any liability.**

I the undersigned approve that Jafza can proceed with reinstate of above mentioned facility(s)

Customer's Name: -----

Customer's Signature: -----

Facility ID: -----

Date: -----