May 22, 2023

RE: L-

Dear      :

This letter, when accepted by you, will serve as the Agreement between       (the “Landlord”) and Regents of the University of Minnesota (the “University”), a Minnesota constitutional corporation, for the use of       (the “Residence”) by the University’s      , in accordance with the following terms and conditions:

**1.** The University will use the Residence during the period of       (the “Commencement Date”) through       (the “End Date”) (the “Rental Period”).

**2.** The Landlord will provide all services for the use of the Residence including heat or air conditioning during the appropriate seasons, water/sewer, electricity, gas, and garbage removal, except the University will be responsible for monthly and long-distance phone service.

**3.** The University will pay to the Landlord, as rent for the Residence and the above-described services, the sum of       and no/100 Dollars ($     ) per month, in advance adjusted on a pro-rata basis for any partial months during the Rental Period.

**4.** The Residence will be used to house University staff of the Department of      , identified as       (the “Occupant”), during the Rental Period.

**5.** The University is hereby granted       (  ) successive options of       (  ) year(s) each to continue this Agreement on the same terms and conditions as specified in this Agreement, except rent for each option term will be mutually agreed to in writing by both parties. The Landlord will provide the University with a written notice of any rent increase on or before       of each year. The University may then exercise its option by giving written notice to the Landlord at least ninety (90) days prior to the expiration of the then current term.

**6.** Notices required hereunder shall be mailed to the Landlord at the above address and to the University at c/o Real Estate Office, University of Minnesota, 451 Donhowe Building, 319-15th Avenue SE, Minneapolis, MN 55455-0199; Attention: Leasing Manager.

**7.** The University shall be responsible for any loss or damage suffered by Landlord as a result of the negligence, misuse or abuse of the Residence by the Occupant pursuant to this Agreement except to the extent such losses or damage is covered by Landlord’s insurance.

**8.** The University will not assign this Agreement or sublet the Residence without the prior written consent of the Landlord, provided that a change in the identity of the Occupant shall not be deemed to be a violation of this provision so long as the new Occupant is a member of the University faculty or staff.

**9.** The University agrees that no pets will be allowed in the Residence.

**10.** The University will, at the expiration of this Agreement, quietly yield and surrender the Residence to the Landlord in as good a condition as existed when its use of the Residence began, ordinary wear and tear and damage by fire or other casualty or by the elements excepted.

**11.** The Landlord warrants and affirms it has full power and lawful authority to make this Agreement in the manner and form of this Agreement.

Please confirm your acceptance of these terms and conditions by signing and returning the enclosed copy of this letter, along with the completed tax form (attached). Upon receipt, we will requisition and mail to you all rents now due and future rents when due. Should you have any questions, please contact me at the University’s Real Estate Office at 612/626-2231. Thank you.

Sincerely,

**Accepted:**

**, Landlord**

By:

Name:

Title:

Date: