



*A Real Estate Services Company*  
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**City of Ramsey**  
7550 Sunwood Drive  
Ramsey, Minnesota 55303


September 23<sup>rd</sup>, 2020

RE: Proposal to lease space at: 6701 Hwy 10 Ramsey, MN

Dear Ms. Lund,

This correspondence is to serve as a letter of intent to enter into a lease agreement for office space located at 6701 Hwy 10 Ramsey, MN. This letter of intent will allow us to move forward on a layout and to finalize a building lease agreement for the building. The general terms of the lease are anticipated to be as follows:

**TENANT:           Connections Church**  
**Craig Norenberg, Director of Operations**  
**6017 167<sup>th</sup> Avenue NW**  
**Ramsey, MN 55303**

- 1) **LOCATION:** 6701 Hwy 10 Ramsey, MN. Front office space on the west side, adjacent to Youth First.
- 2) **SIZE:** Approximately 4829 square feet.
- 3) **LEASE TERM:** One (1) year.
- 4) **COMMENCEMENT DATE:** November 1, 2020.
- 5) **BASE RENT:** **Connections Church** will pay the following **monthly** rent for the office space:  
  
Months 1-12 \$2,500.00, plus heat and electric
- 6) **IMPROVEMENTS:** Building Owner will provide the following improvements to the space prior to Lease Commencement:
- 1) Landlord to insure all electrical and mechanical and plumbing systems are in proper operation prior to the Lease Commencement.
  - 2) Balance of the space to be taken "as-is"
- 7) **SECURITY DEPOSIT:** One months gross rent (\$2,500.00) shall be due upon Lease execution.
- 8) **1<sup>st</sup> MONTH DUE:** First months gross rent (\$2,500.00) shall be due at Lease execution.
- 9) **USE:** Tenant shall use the space as a church. Should the church sub-lease space, each and every case needs to be approved by the Landlord
- 10) **SIGNAGE:** At Tenant's expense, pre-approved by Landlord and shall meet all City codes and standards.
- 11) **OPERATING COSTS:** **Connections Church** will pay for their own electrical usage, telephone, internet, trash, heat and ~~a pro-rata share of snowplowing~~. All other utilities are included in the rent. 

**14) INSURANCE:** As required by the lease, to include liability and property insurance.

Both **Connections Church** and **Landlord** intend to negotiate diligently and enter into a formal lease agreement no later than October 15<sup>th</sup>, 2020. We hope that these terms are generally acceptable and that we can move forward in finalizing a lease. We also hope you understand that this is a **non-binding letter of intent**, and that the only binding agreement between both parties will be the completed and signed Lease.

Please indicate your understanding and acceptance of these general terms by signing below and returning to my attention.

TENANT:

  
\_\_\_\_\_

Thank you,

BUILDING OWNER:

\_\_\_\_\_

Marty Fisher

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