

# Office Tenant's Pre-Signing Flowchart

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This Flowchart provides a step-by-step guide of matters a tenant should consider before signing an office lease. This Flowchart does not address relevant state and local law. State and local laws may require additional matters to be considered by the tenant before it finalizes its lease, but the information contained in

this resource is useful and relevant to tenants negotiating an office lease in every state. For state-specific guidance on real estate leasing, see State Q&A Tools under Related Content, and for a more detailed Checklist of the matters outlined in this Flowchart, see Office Tenant's Pre-Signing Checklist ([2-505-1724](#)).

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## PRE-SIGNING FLOWCHART

