

**MEMORANDUM OF LEASE (Form RPL § 291-c)**

1. Lease executed \_\_\_\_\_, 20\_\_
2. Name and address of lessor: \_\_\_\_\_, residing at No. \_\_\_\_\_ Street, \_\_\_\_\_, New York.
3. Name and address of lessee: \_\_\_\_\_, residing at No. \_\_\_\_\_ Street, \_\_\_\_\_, New York.
4. Description of leased premises in form described in lease: *[insert description]*.
5. Term of lease: Lease for a term of \_\_\_\_\_ years to commence on \_\_\_\_\_, 20\_\_ and terminate on \_\_\_\_\_, 20\_\_.
6. *[If the lease contains a right to extension or renewal, set forth the maximum period for which or date to which the lease may be extended, or the number of times or date to which it may be renewed, and the date or dates on which such rights of extension or renewal are exercisable.]*
7. *[Here insert any miscellaneous provisions which parties wish to put on the record.]*

IN WITNESS WHEREOF the parties have hereunto executed this memorandum of lease this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Lessor

\_\_\_\_\_  
Lessee

Witnesses:

\_\_\_\_\_

\_\_\_\_\_  
*[Acknowledgments]*