



## LEASEHOLD IMPROVEMENT CONSENT FORM

LEASE #: \_\_\_\_\_ ("Lease")      PLCB Store #: \_\_\_\_\_      FRE CONTRACT #: \_\_\_\_\_

LESSOR: \_\_\_\_\_

USING AGENCY: \_\_\_\_\_

PREMISES ADDRESS (Street, City, Zip): \_\_\_\_\_

COUNTY: \_\_\_\_\_

Lessor hereby consents and otherwise authorizes Lessee and/or its contractor(s) to make Leasehold Improvements (LHI)<sup>1</sup> to the Premises<sup>2</sup> as defined and illustrated on the attached plan(s) and/or scope of work. In the event the Lessor is completing the work, the Lessor shall be considered the Lessee's contractor for the purpose of this LHI.

The total cost of the LHI(s) shall be borne in full by Lessee<sup>3</sup>. Lessor understands and agrees that any items installed in accordance with this LHI Consent Form shall be maintained by the ☐ Lessee / ☐ Lessor. Additionally, any items installed in accordance with this LHI Consent Form shall remain the property of the Lessee and may be removed by the Lessee at the end of the lease, at Lessee's discretion provided that the Premises are restored to substantially the same condition as it was prior to completion of the Leasehold Improvement(s), ordinary wear and tear excepted.

The terms of this LHI Consent Form shall not be modified unless otherwise negotiated between the parties and specifically identified on the attached Statement of Work.

Lessor understands and agrees that this Consent Form is not fully executed until the Lessor and Lessee have both signed below.

**LESSOR:**

**LESSEE:**

Commonwealth of Pennsylvania, acting through  
the Department of General Services

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name:  
Title:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: Thais Boland  
Title: Leasing Division Chief

**FOR DGS/BRE USE ONLY:**

This Consent Form is executed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

<sup>1</sup> Additions, alterations or improvements made to the Premises, undertaken at the request of the Lessee, which occur after the Execution Date of the Lease

<sup>2</sup> The property, as defined and clarified in the Lease Agreement, that is owned by the Lessor and is leased to the Lessee

<sup>3</sup> The Commonwealth of Pennsylvania, acting through the Department of General Services, on behalf of the Using Agency