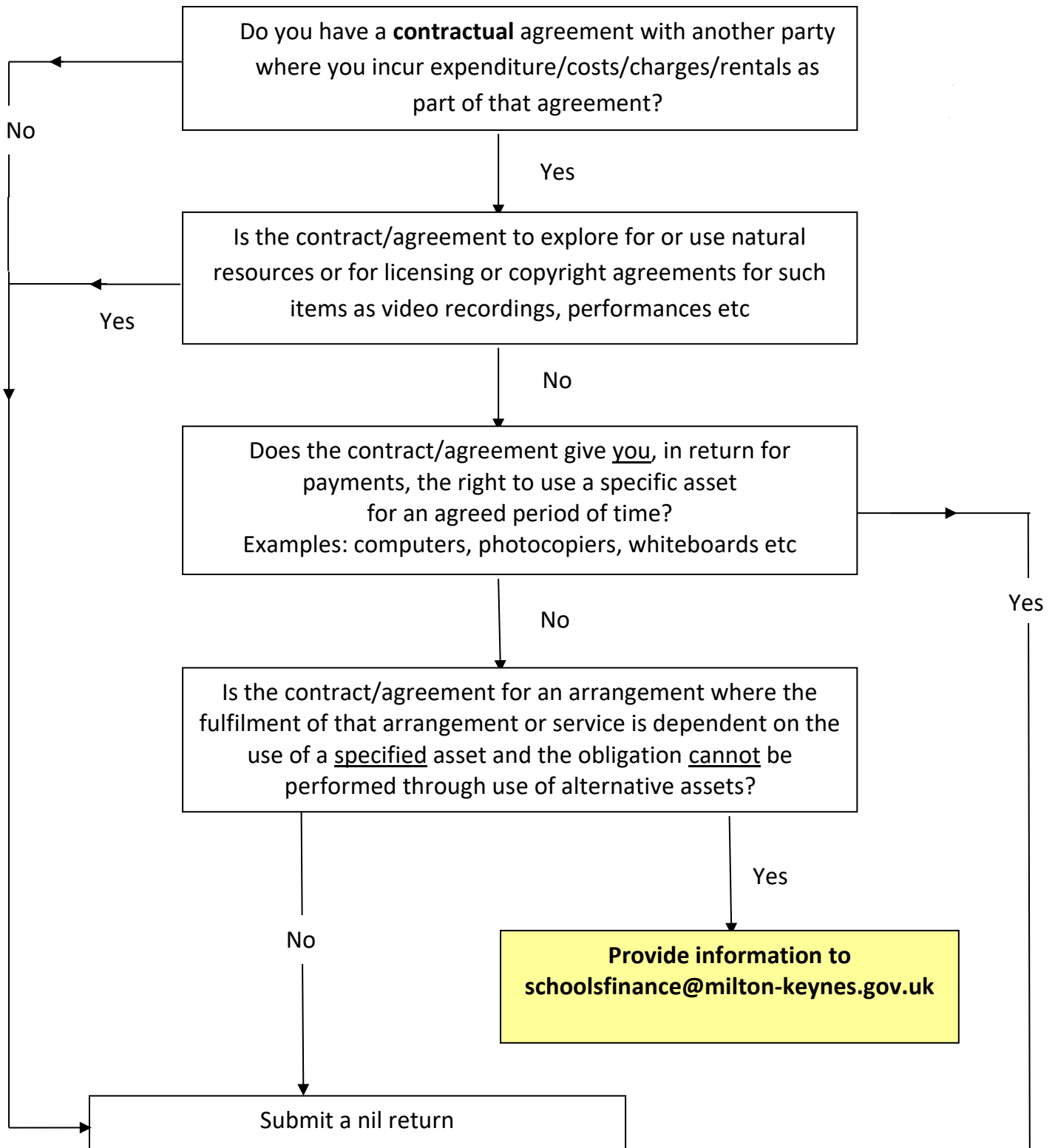


# Year End Leasing Flow Chart

February 2024





**Complete the *all Lease/Rental Agreements in the 2023-24 lease spreadsheet***