Commercial P (Lease Renewal or

S

intment Form acting for Tenant)

Agent's details

- 1. Agent's name: << >>
- 2. Agent's address: << >>
- Agent's office telephone nu
- 4. Agent's fax number: << >:
- 5. Agent's email address: <<

Tenant's details

- 6. Tenant's name: << If owner
- 7. Tenant's address: << >>
- 8. Tenant's office telephone n
- 9. Tenant's mobile telephone
- 10. Tenant's fax number: <<
- 11. Tenant's email address: <<

Property details

- 12. Property name: << >>
- 13. Property address: << >>

Lease Details

- 14. Date: << >>
- 15. Original landlord: << >>
- 16. Original tenant: << >>
- 17. Copy of lease provided or t

Agency details

18. Agency start date: <<start of

sets of details>>

1



- Fixed term (during which I 19. start date>>
- 20. Tenant's instructions (whet << >>
- 21. Agency Fees (payable or terminates):
 - a) Agency Fee for initia VAT] **OR** [<< >>% licence to occupy (d vear, << >>% of th VAT, subject to a m structure>>1.
 - Additional Agency F b) an additional fee is f£<< >> plus VAT other fee structure>
- 22. Fee if appointment is term renewal lease is completed fee reflecting the work und appointment. Such fee sha
- 23. Additional services to be pr

e.g. Schedule of Condition

<< Insert any further service

Acknowledgement

I/We have read and agree to the Lease Renewal or Termination (a Form] OR [a copy of which I/we ha

I/We wish to appoint the Agent to termination of the Lease.

Signed by the Tenant:

Date:

Agent declaration

I accept the appointment to act as

Signed by/on behalf of the Agent:

te): <<e.g. 8 weeks from agency

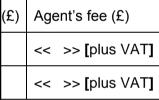
rminate; any other requirements):

hewal lease or when the Lease

: [a fixed fee of £<< >> plus st vear of the renewal lease or has a fixed term of less than a term of the lease or licence) plus lus VAT] **OR** [<<insert other fee

if court proceedings are issued ed fee of £<< >> plus VAT] OR ken by the Agent OR <<insert

ointment is terminated before the minates the Agent shall charge a to the termination of the Agent's ed above.



Agency Terms and Conditions for are attached to this Appointment ent1.

he/us in relation to the renewal or





Date:

