

Term of lease	Document Title
Five years or less	Lease of Self-Contained Office Building
	Lease of Self-Contained Office Building (Complies with the provisions of the Landlord and Tenant (Covenants) Act 1995)
	Lease of Office(s) in a Shared Building
	Lease of Office over a Shop
	Underlease of Office(s) in a Shared Building
More than five years	Lease of Self-Contained Office Building (with Security of Tenure)
	Lease of Self-Contained Office Building (Security of Tenure)
	Lease of Self-Contained Office Building (with Security of Tenure)
	Lease of Office(s) in a Shared Building (with Security of Tenure)
	Lease of Office(s) in a Shared Building (Security of Tenure)

SAMPLE

	Complies with Lease Code	Rent review	Service charge	Exclusion of security of tenure	Assignment of whole permitted	Underletting of whole permitted	Break option for landlord	Break option for tenant	Surety covenant
				✓	✓		◆	◆	◆
	✓			✓	✓		◆	◆	◆
			✓	✓	✓		◆	◆	◆
			✓	✓	✓		◆	◆	◆
			✓	✓	✓		◆	◆	◆
		✓			✓	✓	◆	◆	◆
		✓		✓	✓	✓	◆	◆	◆
Lease Code)	✓	✓			✓	✓	◆	◆	◆
		✓	✓		✓	✓	◆	◆	◆
		✓	✓	✓	✓	✓	◆	◆	◆

	Lease of Office over a Shop (with Security of Tenure)
	Lease of Office over a Shop (Security of Tenure excluded)
	Underlease of Office(s) in a Shared Building (Security of Tenure excluded)

◆ = Optional clause

		✓	✓		✓	✓	◆	◆	◆
		✓	✓	✓	✓	✓	◆	◆	◆
		✓	✓	✓	✓		◆	◆	◆

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