

**S U B J E C T**  
**Heads of Terms for Licence to Underlet Leasehold Premises**

1. Details of the premises: << >>
2. Name and address of the Landlord (if the relationship is joint include both sets of details)>>
3. Name and address of the Tenant
4. Name and address of Tenant(s) (if applicable): << >>
5. Name and address of the proposed Underlessee: << >>
6. Name and address of Underlessee(s) (if applicable): << >>
7. Details of the Lease:
  - a) Date: << >>
  - b) Original Landlord: << >>
  - c) Original Tenant: << >>
  - d) Commencement date: << >>
  - e) Expiry date: << >>
8. Details of the proposed Underlease:
  - a) Demised premises: << >> as demised by the Lease.
  - b) Commencement date: << >>
  - c) Expiry date: << >>
  - d) Security of tenure to be enjoyed: << >>.
  - e) Rent: << >>
  - f) Any rent free period: <<None or describe>>
  - g) Rent review dates: << >>
  - h) Form of underlease to be granted: << >> landlord.
9. Tenant to pay Landlord's professional fees in preparing and completing a Licence to Underlet? <<Yes/No>>.
10. Tenant (or Tenant's lawyer) to pay Landlord's professional fees? <<Specify whether or payment on account for professional fees or payment on account is required and the amount>>
11. Timing and other matters: << >> s, e.g. conditional on satisfactory credit checks, references for << >>
12. Legal advisers (if applicable):
  - a) Landlord's: <<Insert name and contact details>>
  - b) Tenant's: <<Insert name and contact details>>

c) Undertenant's: <<In contact details>>

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