[Print on Te

- <<Landlord's Name>>
- <<Address>>
- <<Address>>
- << Post Code>>

<<Date>>

Dear << >>,

<u>Lease dated <<date of lease>></u>
<u>Property: <<address of premises>></u>
Request for consent to underlet the

[Further to our recent discussions] underlease of the whole of the Proprequired. Please treat this letter as

Details of the proposed underletting agreed form of underlease will follow enclosed for your information.]

The nature of the proposed underted Property will be as << >>.

[I also enclose << any other inform landlord's decision>>.]

[As the proposed undertenant is an

- 1. [Character references] **OR**
- 2. A reference from the propos
- 3. A reference from the propos

I confirm that I/the tenant will meet connection with this application and

You are no doubt aware of your s reasonable period of time. I look f event by no later than <<insert de needs to be dealt with urgently because.

Please confirm receipt of this lett required.

Yours sincerely,

rt Address]

wish/the tenant wishes to grant an the Lease the landlord's consent is ent to the proposed underletting.

ed Heads of Terms. A copy of the volume of the current draft underlease is

is << >>. The proposed use of the

tinent to the application and to the

ter referees]. or former landlord. nd/or accountants.]

and proper legal and other costs in

to this request for consent within a ou as soon as possible and in any 14 or 28 days>>. [This application

return if any further information is



[On behalf of] << Insert tenant's nan