

**COMMERCIAL RENT ARREARS  
NOTICE TO TENANT UNDER PART 8  
COURTS**

**NOTICE OF ENFORCEMENT  
SCHEDULE 12 TO THE TRIBUNALS,  
ACT 2007**

To: <<Tenant's name(s)>>  
<<Address>>  
<<Address>>  
<<Postcode>>

From: <<Enforcement Agent's name (surnames only)>>  
<<Address>>  
<<Address>>  
<<Postcode>>

1. This Notice relates to the property at <<address of property>> ("Property").
2. You are the tenant of the property under a lease dated <<date>> between (1) <<Original Landlord>> and <<Landlord>> ("Lease").
3. Your landlord is <<Landlord's name>>.
4. The Landlord has the right to recover from you by commercial rent arrears recovery under section 72(1) of the Tribunals, Courts and Enforcement Act 2007.
5. You owe the Landlord rent of <<rent amount>> per <<period>>.
6. The rent is owed in respect of <<period>> to <<date>>.
7. As at the date of this Notice, you owe the Landlord interest on the unpaid rent amounting to £<<amount>>.
8. The enforcement costs incurred by the Landlord up to the date of this Notice are £<<amount>> ("Enforcement Costs").
9. The possible additional costs of enforcement of the Rent, Interest and Enforcement Costs should remain unpaid are £<<amount>>.
10. Payment of the Rent, Interest and Enforcement Costs may be made by <<e.g. cash, cheque made payable to <<name>> account number <<xxxxxxx>>. Payment may be made <<e.g. 9am and 5pm>> on <<days>> between the hours of <<e.g. 9am and 5pm>> (inclusive)>>.
11. The Enforcement Agent can be contacted on <<telephone number>> or <<e.g. 9am and 5pm>> on <<e.g. Monday to Friday>> to <<address>>.
12. The Rent, Interest and Enforcement Costs should be paid by <<time>> on <<date>> to <<address>> to prevent goods belonging to you from being taken into control of and sold and your incurring additional costs.

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Signed by the Enforcement Agent: .....

Print name: .....

Date: .....

Enforcement Agent's reference: .....

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