

[Print on Large Paper]

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<<Tenant's name >>
<<Tenant's address>>
<<Address>>
<<Postcode>>

<<Date>>

Dear <<Tenant Name>>

Lease dated <<date>>

Property: <<Property address>>

Proposed underlease of part - c

Subject to formal licence

I am writing in response to your application to grant an underlease of part of the Property. Your application was received on <<date>>.

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I am/the landlord is willing in principle to grant the proposed underletting. This consent is conditional on the following conditions:

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1. A formal Licence to Underlet must be granted by the Landlord.

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2. The tenant must pay the reasonable costs of the Landlord's professional advisers incurred in connection with the application for a formal Licence to Underlet.

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Suggested Heads of Terms and Conditions of the proposed underletting are attached hereto for your information and are available to you in full on request. The proposed underlet [are enclosed] OR [will follow shortly].

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Yours sincerely,

[For and on behalf of the] Landlord