



Property Management  
Commercial Estate Agency  
Professional Valuation Services

## OFFER FORM FOR A COMMERCIAL LEASE

**PROPERTY:**

.....  
.....  
.....

**RENT:** .....

**PREMIUM:** if applicable .....

**USER:** .....

**LEGAL COSTS:** Delete as appropriate

Tenant to pay landlord's cost up to £ ..... plus vat

Each party to pay their own costs

**IF A NEW LEASE PLEASE GIVE THE FOLLOWING DETAILS:-**

**LENGTH OF LEASE:** .....years

**RENT REVIEWS:** on each ..... year

**REPAIR:** full repairing and insuring yes/no

**TENANT BREAK CLAUSE:** yes/no  
if yes, on the ..... anniversary of the lease

**RENT FREE PERIOD:** .....weeks/months

**IS THE PROPOSED TENANT:-**

delete as appropriate

**LIMITED COMPANY ONLY**

**LIMITED COMPANY WITH DIRECTORS AS GUARANTORS**

**INDIVIDUAL(S) I.E. SOLE TRADER OR PARTNERSHIP**

**NAME(S) AND ADDRESS(ES) OF PROPOSED TENANT(S):**

**1** .....

.....

.....

**2** .....

.....

.....

**COMPANY REGISTRATION NO.** .....

**NAME(S) AND ADDRESS(ES) OF PROPOSED GUARANTORS**

**1.** .....

**2.** .....

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.....

**CONTACT TELEPHONE NUMBERS:**

.....

.....

**EMAIL ADDRESS:-** .....

**BUSINESS HISTORY :**

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.....

**NAME AND ADDRESS OF SOLICITOR:**

.....

.....

.....

.....

**TELEPHONE NO.** ..... **FAX NO.** .....

**EMAIL ADDRESS** ..... **DX NO.** .....

**REFERENCES**

**CURRENT LANDLORD**

.....  
.....  
.....

**PROPERTY ADDRESS**

.....

**RENT PAID**

**£ ..... Per annum exclusive**

**ACCOUNTANT**

.....  
.....  
.....  
.....

**BANK**

**NAME OF BANK .....**

**SORT CODE .....**

**ACCOUNT NAME .....**

**ACCOUNT NUMBER .....**

**TRADE 1**

.....  
.....  
.....

**TRADE 2**

.....  
.....  
.....

**OTHER**

**Sole traders/Directors/guarantors please provide bank details**

**NAME:**

.....

**NAME OF BANK** .....

**SORT CODE** .....

**ACCOUNT NAME** .....

**ACCOUNT NUMBER** .....

**NAME**

.....

**BANK**

**NAME OF BANK** .....

**SORT CODE** .....

**ACCOUNT NAME** .....

**ACCOUNT NUMBER** .....

**ANY OTHER INFORMATION**

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