

COMMERCIAL LEASES CODE: SBB FEEDBACK PROFORMA

REGISTRATION

Thank you for taking the time to respond to this questionnaire.

Once completed just click the button at the end of the questionnaire to attach it to an email. Fill in the addressline with: tim.kind@smallbusinessbureau.org.uk and click send.

No registration details will be revealed to Government.

SBB needs to protect against abuse for accurate information and provide meaningful analysis.

(* Required Information)

Respondent:

In transaction:

Freeholder Long Leaseholder (No. of years remaining)

Leaseholder (Under 25 years) Sub-tenant

Firm:

Type of Business:

Contact:

Position:

E-mail*:

Tel. No:

Address:

GENERAL QUESTIONS

No information disclosed under General Questions will be divulged to Government, but is required for analysis.

Landlord Name:

Freeholder/Superior Landlord(s):

Tenant Name: Date of Agreement*

- | | | | | | |
|-----------------|--|--------------------------|--|---------------|---|
| Property Type*: | <input type="checkbox"/> Office | Location*: | <input type="checkbox"/> London | Size: sq ft*: | <input type="checkbox"/> 0 - 2,500 |
| | <input type="checkbox"/> Retail | | <input type="checkbox"/> South East | | <input type="checkbox"/> 2,500 - 5,000 |
| | <input type="checkbox"/> Industrial | | <input type="checkbox"/> South West | | <input type="checkbox"/> 5,000 - 10,000 |
| | <input type="checkbox"/> Other | | <input type="checkbox"/> Midlands | | <input type="checkbox"/> 10,000 plus |
| | | | <input type="checkbox"/> North | | |
| | | | <input type="checkbox"/> Wales | | |
| | | | <input type="checkbox"/> Scotland | | |
| | | | <input type="checkbox"/> Northern Ireland | | |
| FreeholderType: | <input type="checkbox"/> Institution | Immediate Landlord Type: | <input type="checkbox"/> Institution | | |
| | <input type="checkbox"/> Property Co. plc | | <input type="checkbox"/> Property Co. plc | | |
| | <input type="checkbox"/> Private Co/Person | | <input type="checkbox"/> Private Co/Person | | |
| | <input type="checkbox"/> Other | | <input type="checkbox"/> Other | | |

GENERAL QUESTIONS - Continued

Tenant Type: International UK plc Small Business Other

	Quoted	Agreed terms
Length of Lease:	<input type="checkbox"/>	<input type="checkbox"/>
Rent Review Upwards Only:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
1954 Act Protection:	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO

Lease Break Option: Landlords Tenants Mutual

Years to Break: First Second Third

Professionally Advised: YES Landlord YES Tenant
 NO Landlord NO Tenant

Were priced alternatives to letting particulars provided? YES NO

Did a superior landlord constrain flexibility of terms? YES NO

What was the difference in rent agreed for more flexible terms? %

Was lowest rent agreed or flexible terms? Rent Terms

Time from agreeing terms to completion weeks

Legal costs for transaction (excl VAT) £

Property advisors costs (excl VAT) £

Rent agreed (excl VAT) £

ANY SPECIFIC COMMENTS ON THE SECTIONS OF THE CODE

	RECOMMENDATION	COMMENTS
1.	Renting premises:	
2.	Obtaining professional advice:	
3.	Financial matters:	
4.	Duration of lease:	
5.	Rent and value added tax:	
6.	Rent Review:	
7.	Repairs and services:	
8.	Insurance:	
9.	Assigning and subletting:	
10.	Alterations and changes of use:	
11.	Ongoing relationship:	
12.	Request for consents:	
13.	Rent review negotiation:	
14.	Insurance:	
15.	Varying the lease – effect on guarantors:	
16.	Holding former tenants and their guarantors liable:	
17.	Release of landlord on sale of property:	
18.	Repairs:	
19.	Business Rates:	
20.	Service charges:	
21.	Dispute resolution:	
22.	Repossession by the landlord:	
23.	Renewals under the Landlord and Tenant Act 1954:	
	Any additional comments:	