

Request for Permission to Sublet a Leasehold Property

Please refer to the terms of your lease to determine whether consent is required for the subletting.

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| Your name/s | |
| Property Address | |
| Your correspondence address | |
| Contact telephone number & e-mail address | |
| Has your mortgage lender confirmed that they have no objection to the letting (please provide a copy of consent letter)? | |
| Copy of mortgage lender consent enclosed Yes/No (if no, why not?) | |
| Copy of Tenancy Agreement you intend to use must be provided to give consent. | |
| If you intend to use a letting agent, please provide contact details for the agent | |

An administration fee is required to consider your request to sublet, please refer to our Menu of Home Ownership fees. This will be requested when we process your request.

I understand that if consent to subletting is given, I will remain fully responsible for all service charge for the property for the duration of the tenancy. If you have any queries, we recommend that you seek independent legal advice.

I am aware that the administration fee is non-refundable in the event that consent to subletting is not granted and/ or the subletting does not go ahead.

| | | | |
|--------|--|------|--|
| Signed | | Date | |
|--------|--|------|--|

Please return this form to:

E mail: legalpropertyteam@bromford.co.uk

Legal Property Team, Bromford, Shannon Way, Ashchurch, Tewkesbury, GL20 8ND