

**LONDON LEASE FORFEITURE
COMMERCIAL PREMISES INSTRUCTION FORM**

Please return form to: info@londonleaseforfeiture.co.uk

Large or Communal type Premises may require an initial surveillance investigation for which there may be an additional charge which will be discussed prior to action commencing.

I/We hereby instruct London Lease Forfeiture and/or their Agents to effect peaceable re-entry and thereby secure forfeiture of the Lease:-

Instruction to take action		Your Ref:	
Instruction from:			
Contact Name:			
Company Name:			
Address:			
Postcode:			
Email Address:			
Telephone:			
Landlord Details:			
Landlord Name:			
Address:			
Postcode:			
Email:			
Telephone			
Tenant Details:			
Tenant Name:			
Address:			
Postcode:			
Email:			
Telephone			
Relating to the following demised premises:			
Address:			
Postcode:			
Opening Hours:	From:		To:
Trading:	Yes:		No:
Type of premises:	Warehouse		Office
	Retail		Other:
Description: <i>(i.e. door colour, neighbouring units, number of floors etc.)</i>			
Common doors? Yes, <i>there are common doors</i> The above address Other <i>(specify)</i> :			
Special Instructions:			

Please provide name for premises Window notice	
Please provide telephone no. for premises Window notice	
Is there any particular day you wish us to effect repossession?	
Will you have your own locksmith?	
If we need to arrange locksmith, how many locks will be required?	

Authorization and Signature:

I/We instruct and authorise London Lease Forfeiture and/or their instructed agent to change the locks, display any necessary notices of determination as required.

I/We authorise London Lease Forfeiture and/or their agent to affect Repossession

I/We hereby agree to be bound by the terms and conditions as published. With this authority you hereby indemnify London Lease Forfeiture/or our agent against any/all Actions at Law, as well as against all costs, charges or expenses which you may incur or be liable to pay by reason of your executing the Warrant and hereby undertake not to hold London Lease Forfeiture, their employees or appointed agents accountable for any costs or goods forcibly or clandestinely removed following the premises being made secure.

Once you have signed the authority and a date has been arranged for forfeiture, should you cancel our fees are non-refundable.

Print Name:	Signed:
Date:	(Day/Month/Full Year)

Attachments:	Please attached Copy of Page of Lease showing Forfeiture Clause	Yes
Other:		

