

# Required leasehold information



Document date   /   /

**Address or proposed address of the property**

Postcode

Plot number

This form should be completed and read in conjunction with the explanatory notes available separately

## 1 Contact details

**1.1 Name(s) and address(es) of the current and/or proposed landlord**

**1.2 Name(s) and address(es) of the current and/or proposed managing agents or other manager(s)**



**2 Summary of current or proposed works and agreements**

Not applicable

If there are consultations affecting the property under section 20 of the Landlord and Tenant Act 1985 (as amended), details of these consultations are:

Given below  Enclosed

**Note:** If applicable, the details above or enclosed must include: **(a)** summary of the actual or proposed works or long-term agreements, **(b)** total or estimated costs, **(c)** financial contribution required by the tenant, **(d)** actual or estimated date the works or long-term agreements will be completed, **(e)** actual or estimated date when the tenant is required to pay contribution.

**3 Creation of new leasehold interests**

Not applicable

**3.1** The proposed lease(s) is (are):

Enclosed

or

The terms of the proposed lease(s) are:

Given below  Enclosed

**3.2** Service charge, ground rent, and insurance estimates for the 12 months following completion are:

Given below  Enclosed

Service charge

£

Ground rent

£

Insurance for:

(a) damage to the property

£

(b) third party liability

£

