

A guide to sub-letting your freehold property

Grange
PROPERTY
MANAGEMENT

We are committed to protecting your privacy. We will only use the information that we collect about you lawfully (in accordance with the Data Protection Act 1998). The information which you supply to us will be treated confidentially and only used for the administration of your account. We may share this information with partner organisations (for example contractors, local authorities etc.) but only in relation to services that are provided to you.



Everything you need
to know about
sub-letting your property

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MANAGEMENT

Part of the Clarion Group

Part of Clarion Housing Group

Are there any conditions if I want to sub-let my property?

In accordance with the covenants set out in the transfer, consent to sub-let is not necessarily required.

However, to ensure we hold correct contact details for you and your tenants, we would be grateful if you would complete and return the attached form.

What is the process?

Having completed the attached form, please return to us at:

Grange Property Management
The Mill
Abbey Mill Business Park
Lower Eashing
Surrey GU7 2QJ

What if my tenants change?

If you wish to sub-let to a different tenant in the future, we would be grateful if you would complete and return a new form, providing us with updated details

Letting agents

We recommend that the tenancy agreement drafted by your appointed agent (if you are using one) mirrors the terms and conditions of your transfer.

Sub-Letting Application Form

Freeholder's name:

Freeholder's correspondence address:

Daytime telephone number:

This consent relates to the property known as (full address):

The name(s) of my tenant(s) is/are (please print name(s)):

The tenancy relates to the period:

From date: To:

*As the freeholder(s) or authorised representative,
I / We hereby agree to be bound by the terms of the transfer:*

Signed

Date

Print name:

Please detach this form and return to Grange

