



# Lease Extension Application per 100% leaseholder

(Subject to contract)

Please complete this form in BLOCK CAPITALS, and then return it to the Post Sales Services Team at the address on the last page of this form.

Personal Details	Applicant 1	Applicant 2
Title (Ms/Mr/Mrs/Miss/Other)		
First name		
Surname		
Date of birth (DD/MM/YYYY)		
Your Address		
Postcode		
Property Address (if different from above)		
Postcode		
Home telephone number		
Mobile telephone number		
Work telephone number		
Email address		

## Please confirm details about your lease

Current term of lease \_\_\_\_\_ years      Remaining years on lease \_\_\_\_\_ years

Please note that your lease will be extended up to the maximum 990 year term.

## Please confirm your reason for requesting a lease extension

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## Valuation and fees

To ascertain the premium payable to Moat in order to extend the lease, a specialist valuation must be undertaken on your property. This needs to be carried out by a surveyor who deals with lease extensions (not all surveying companies offer this service). The cost of this valuation is included in our fee.

Upon receipt of your application, we will contact you by telephone to take the payment of our fee, which is currently £650 + VAT (£780). This payment can be made by debit or credit card when we call you. We will advise you of the surveying company who will be contacting you to arrange an appointment to visit your home. Please note this fee is not refundable.

Once we are in receipt of the valuation, we will write to you confirming the lease extension premium. You will be required to confirm your acceptance of the premium and provide us with the details of the solicitors who will be acting on your behalf in this transaction. We will instruct our solicitors to liaise directly with yours, to facilitate completion of the lease extension.

Please note that you will be required to pay our solicitors fee for their work involved in this process; this fee (to be confirmed) is payable via your solicitors, on completion of the transaction.

Each leaseholder should sign below to confirm that they wish to extend the lease, and agree to the terms as set out in this application form.

## Declarations

**Signed (Applicant 1)**

**Print Name:**

**Date:**

**Signed (Applicant 2)**

**Print Name:**

**Date:**

Please return to:

Post Sales Services Team  
Moat, Mariner House  
Galleon Boulevard, Crossways  
Dartford, Kent, DA2 6QE

Tel: 0300 323 0011  
Fax: 0845 359 6301  
Email: [postsales@moat.co.uk](mailto:postsales@moat.co.uk)  
Web: [www.moat.co.uk](http://www.moat.co.uk)

This form can be made available in large text. We offer Language Line Services for people whose language is not English. If you require assistance with this form please contact the number above and speak to a member of the Post Sales Services Team who are available 9am-5pm Monday to Friday

Moat Homes Ltd is a charitable housing association