

# Notice requesting further details about a tenancy

**FORM 8** 2004  
To be issued by the  
commonhold association  
and completed by the  
addressee

Please provide the details specified below and return this form to the commonhold association. Please refer to the commonhold community statement for further details and, if necessary, get independent advice.

## A. To be completed by the commonhold association

Name of commonhold

Name of addressee

Address of addressee

Details of tenancy  
(such as parties to the tenancy and  
the relevant premises)

Unit number

Name and address of  
commonhold association

Registered company  
number

Signed (on behalf of the  
commonhold association)  Date

Name (please print)

## B. To be completed by the addressee

Details of length of  
tenancy (state whether it is  
fixed/periodical tenancy and its  
length)

Details of rent payable  
(use additional sheet if necessary)

Where the rent payable is a fixed sum, please state the amount payable, the periods for which the rent is payable, the dates on which the rent is payable and, if applicable, the dates and terms on which the rent is subject to review. Where the rent is variable, please state the method of calculating the rent payable, the periods for which the rent is payable and the dates on which the rent is payable.

Signed  Date

Name (please print)