



BID PRO FORMA

FOR LEASE OF

Commercial Unit, Town Hall, Westgate, Guisborough

Subject to Contract and Council approval

1. ANNUAL RENTAL OFFER

All offers will be treated on the basis that the successful bidder will be responsible as applicable for all rent, repairs, maintenance, decoration, service charges, business rates, utility costs and all insurance costs from completion of a new lease.

The area available will be licenced as a whole only

1.1 Please state your highest and best rental offer

£

Minimum term

(years)

Proposed dated for completion of the lease

1.2 Please advise if any conditions are to be attached to your offer:

a)

b)

c)

Expected contribution to Council Legal Fees

£

2. TIMESCALE

Please confirm the following:

Target date for exchange of contracts weeks from receipt of draft documentation

Target date for submission of planning application (if applicable) week(s)

3. SECURITY, MAINTENANCE AND INSURANCE

Upon exchange of contracts (if applicable) the Council will still be in occupation. The successful bidder will assume responsibility for these matters from completion of the lease.

4. SOLICITORS

Please provide details of the solicitors who will be acting on your behalf (if required):

Name of firm:

Address:

Contact Name:

Telephone Number:

E-mail Address:

5. LIKELY FUNDING SOURCES FOR YOUR PROJECT

Please confirm what discussions you have undertaken to date with regard to costing and funding your project (Please add separate sheets if required)

6. FURTHER INFORMATION

Signed

Print name

Address

.....

.....

Date

e-mail:

Tel/Mob:

7. ACCEPTANCE OF OFFERS

Redcar and Cleveland Borough Council does not bind itself to accept the highest or any offer that may be received for any or all of the area. All offers are made subject to contract and Council approval.