

[Print on Letterhead - Insert address]

<<Lender's Name>>  
<<Lender's Address>>  
<<Lender's Address>>  
<<Postcode>>

<< Date>>

For the attention of the Business Manager

Dear Sirs,

**<<Address of Property>>**  
**<<Mortgage Account Number>>**  
**Loan Agreement dated << Date>>**

[I am] **OR** [<<Landlord's name>>  
proposed to grant a lease of the property

above-mentioned property. It is  
proposed tenant>>.

I understand that, under the Loan Agreement,  
your consent must be obtained before

conditions relating to this property,

The details of the proposed lease  
to be granted [on << date>>] **OR**  
will follow in due course.

proposed heads of terms. The lease is  
A copy of the agreed form of lease

Information on the proposed tenant  
e.g. account, references>>.

Information comprises <<insert details,

I should be grateful if you would co-  
operate in the grant of the proposed lease.

to the grant of the proposed lease.

If there is any further information  
<<telephone number>>

do not hesitate to contact me on

Yours faithfully,

<<Name>>  
[On behalf of <<Landlord's name>>