

Night Club & Café Bar  
Westminster Buildings  
39 – 43 New York Street  
Leeds LS2



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# OFFER FORM

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# OFFER FORM

The City Council is inviting offers on a conditional basis. Please complete sections below.

## PLEASE COMPLETE THIS SECTION IN CAPITAL LETTERS

Name in which the lease will be completed:

Contact name:

Company name:

Company number:

Correspondence address:

Postcode:

Telephone:  Fax No:

Mobile:  E-mail address:

Solicitor acting:

Contact :

Address:

Postcode:

Telephone:  Fax No:

E-mail address:  DX:

## (A) OFFER FOR LEASE PERIOD

A minimum lease of six years is required to be entered into. Offers in excess of six years must be multiples of three ( i.e. nine, twelve etc )

I/we hereby offer to enter into a lease of  years of 39 – 43 New York Street Leeds LS2.

In words  Years.

## (B) OFFER OF ANNUAL RENT (offers in excess of £22,500 per annum are sought)

Your rental offer must **NOT** take into account any reduction in rent for works to put into shell condition but, should reflect the rent that you would be prepared to offer assuming that the premises are currently in an acceptable shell condition for tenant fit out. Please see **OFFER FOR RENT FREE PERIOD** below for proposed arrangements in respect of rent free period.

I / we hereby offer for the first 3 years of the lease, assuming the premises are in an acceptable shell condition for tenant fit out, the annual rental sum of:-

£  per annum.      Words

**Please note that this is the rental figure that will be detailed in any lease and to be considered when the rent is reviewed after three years of any lease.**

## (C) OFFER FOR RENT FREE PERIOD

As a contribution towards the cost of the works required to bring the premises up to a reasonable shell condition (as defined earlier) prior to tenant fit out, the Council is prepared to agree to a reasonable rent free period, the arrangements to be negotiated with the successful applicant.

Please indicate the amount of rent free that you are seeking  £

In words

**Applicants are reminded that the Council requires a level of rental income from the commencement of the lease.**









## OFFER PROCEDURE

1. Offers must be returned to **City Development Asset Management, The Leonardo Building, 2 Rossington Street, Leeds, LS2 8HD, marked for the attention of Andrew Gledhill.**
2. The City Council will not be bound to accept the highest or indeed any offer submitted.
3. The successful offeror must enter into a formal agreement to lease within 6 weeks of the acceptance of the offer. Completion of the lease will take place once the schedule of works has been completed to the satisfaction of Leeds City Council

## DATA PROTECTION

The data which you provide on this offer form will be processed by the Council for the purposes of considering your offer, and should your offer be acceptable, for negotiating terms, and dealing with the granting of the lease.

Should you indicate your consent by ticking the box below, the data will also be used for the purpose of notifying you about future property opportunities which may be of interest to you.

Except where the Council is required by law to do so, the Council will not disclose the data, without your consent (except to your solicitor, agent or other representative).

Tick here

Ref No **INV / AG / N304/41/43**

# EQUAL OPPORTUNITIES

Leeds City Council is committed to equality of opportunity for all people, which means making sure that everyone is able to enjoy the benefits of a prosperous, vibrant and attractive city.

The outcomes To help us achieve this we would be grateful if you would complete the questionnaire below. The information you supply will help us to provide flexible services, which meet the needs of the communities in Leeds. Completion of the form is voluntary and the information will be held anonymously.

Completion of the form will assist the Council whether or not you rent a small industrial unit from the Council.

Please tick the appropriate answer:-

## 1. How would you describe your ethnic origin?

### White:

British     Irish    Other: (please give details)

### Mixed:

White and Black Caribbean     White and Asian     White and Black African

Other: Give details:

### Asian or Asian British

Indian     Bangladeshi     Pakistani     Kashmiri

Other: Give details:

### Black or Black British:

Caribbean     African    Other: Give details:

### Chinese or other ethnic groups:

Chinese    Other: Give details:

## 2. Please state your gender:

Male     Female

## 3. Are you a disabled person?

Yes     No