

# Hightrees Court

## Lease Extension Questionnaire

kenneth elliott + rowe  
solicitors

Please complete/type you answers below:

1.	Please confirm your full names.	
2.	Please confirm your Flat Address.	Flat _____ Hightrees Court Manor Court Road London W7 3HD
3.	Please provide your postal address (if different from the flat)	
4.	Please confirm your email address(es)	
5.	Please provide your contact telephone number(s)	
6.	If you have a mortgage on the Flat please confirm the name of the lender	
7.	Your mortgage account number (this is essential)	

**Note:** failure to supply the mortgage account number will invariably cause delays.

By completing and returning this form you are confirming the following statements :

- a. I/We confirm that we want you to act in relation to this matter to extend my lease for a term of 999 years at a peppercorn rent.
- b. I/We have downloaded/viewed a copy of your client care letter and terms and conditions on line. [if you require a copy sent to you also please tick here ☐  
Link: <https://www.ker.co.uk/hightrees-court/>
- b. I/We acknowledge that we are relying on the report on title we received when we purchased the flat – we note you are not carrying out searches nor providing a report on title / tax advice.
- c. If there is more than one owner of the leasehold title again we acknowledge that we rely on the advice given on our purchase on how the property is held in joint names (i.e. joint tenants or tenants in common). We will simply require you to duplicate the current arrangements noted on title deeds at present.
- d. (if applicable) I/We confirm that you may communicate with my/our mortgage lender to enable my mortgage to be transferred to the new title created by the lease extension. I/We note that I/we will be responsible for any administration fees charged by my lender (estimated to be £0 - 105)
- e. I waive any potential conflict of interest in you acting for both the Landlord (with whom I have a share of freehold) and the Tenant (myself) in relation to the grant of a new lease.

Please return with a **copy** or **scan** of:

1. your current passport;
2. recent utility bill (of your current address not necessarily the flat); and
3. if your name has changed on the title since your purchase (e.g. because you have married) please also enclose a copy of your marriage certificate/evidence of change of name.

Please return to Mark Sadler at kenneth elliott + rowe solicitors

By post : Enterprise House, 18 Eastern Road Romford Essex RM1 3PJ or

Email : [mbs@ker.co.uk](mailto:mbs@ker.co.uk) or

Fax: 01708 766674