

Details of Underletting

Leasehold Property Address:	
Leaseholder(s):	
Date property let from:	
Name of sub-tenant(s):	
Length of sub-tenancy:	
Tenancy type:	
Correspondence Address & Contact telephone number for Leaseholder:	
Agents' details (if relevant):	

Please return the completed form and registration fee to:

Conveyancing Team
Legal Services
Town Hall & Civic Office
Westoe Road
South Shields
NE33 2RL

The registration fee is £79.00.

Alternatively, telephone the Leasehold Team on 0191 424 7745 to arrange to pay by debit card and send the completed form/details by email to: leasehold@southtyneside.gov.uk.