



PACT- ADR for business lease renewals
Application for the appointment of an arbitrator/independent expert
(Lease Renewal Dispute)

This application is made pursuant to a Consent Order - (a sealed copy of which is attached)
dated..... or

This application is made pursuant to a Written Agreement signed by both Parties (a copy of which is attached)
dated.....

Please note:

A tenant, who wishes to avoid losing the right to a renewal of a lease, must ensure they have a written agreement with the landlord to postpone the deadline to apply to court for a new tenancy, if opting to pursue a lease renewal outside of the court process. (Applicants are encouraged to read the PACT Guidance before completing this form).

Information about the property

Please describe the property and its location, including the full postal address post code

Address:

Town/City:

Postcode:

Brief description of the property, the permitted use and any other relevant information:

Information about the dispute

Please provide a summary of all issues in dispute (including rent and non-rent matters):

What type of dispute resolver is required?

Independent Expert

Arbitrator

Party details

Please provide names and contact details, including email, for the parties and their professional representatives, if any.

Current Landlord

Name/firm:

Address:

Town/city:

Post code:

Email:

Telephone:

Original landlord:

Parent associated companies:

Current Tenant Name/firm:

Address:

Town/city:

Post code:

Email:

Telephone:

Original tenant:

Parent associated companies:

Landlord Representative

Title:

First Name:

Last Name:

Designation:

RICS Membership Number (if applicable):

Firm name:

Address:

Town/city:

Post code:

Telephone: Mobile:

Direct line: Email:

Tenant Representative

Title:

First Name:

Last Name:

Designation:

RICS Membership Number (if applicable):

Firm name:

Address:

Town/city:

Post code:

Telephone: Mobile:

Direct line: Email:

Conflicts of interest

RICS will take reasonable steps to ensure the appointed dispute resolver is independent. Please provide details of any parties involved, including any companies or related entities, that a prospective arbitrator/expert

would need to consider when undertaking checks for conflicts of interest. If you consider that any particular person is conflicted, please provide brief and clear reasons.

| Name | Firm | Reason |
|------|------|--------|
| | | |
| | | |
| | | |

Please note: while RICS will carefully consider representations about who to appoint, or not, we will reach our own decision subject to being satisfied the appointee is suitably qualified and independent.

Professional background of the arbitrator/independent expert

Please provide details of any professional qualifications or experience you desire the arbitrator/expert to possess

How to pay:

RICS charges **£425.00** inclusive of VAT to administer an appointment. This payment is non-refundable, whether the appointment is made, or not (e.g. if the matter is settled by agreement and the application is withdrawn). You can choose to pay by the following methods:

- Cheque made payable to RICS. Please include your name and postcode on the reverse.
- Card payment. One of our advisors will contact you to arrange payment. Please tick this box:

Please provide your name and post code. This will ensure your payment will be correctly allocated to your application. Please email a copy of the remittance to **bacs@rics.org**

RICS is unable to accept credit or debit card details by email due to PCI compliance regulations. Please be aware the applicant party has responsibility to ensure that payment is complete.

Application submitted by:

Landlord Name:

Landlord signature:

Date:

Tenant Name:

Tenant signature:

Date:

Submitting this application form to RICS confirms that you have read and understand the information contained in this application. Your application is accepted on this basis.

Please return the completed application form by email or post to:
RICS Dispute Resolution Services, 55 Colmore Row, Birmingham B3 2AA
Email: drs@rics.org Tel: +44(0)207 334 3806

Your privacy

RICS takes the privacy and security of the personal information you provide very seriously. Your details are held in a secure database with authorised access only. We apply data processing policies in compliance with the Data Protection Act 1998 and the Privacy and Electronic Communications Regulations (EC Directive 2003). RICS will not use the information you provide in this application to contact you with offers of products and services. Nor will RICS share your information with third parties for the purpose of sending you details of offers of products and services.