

Transition Management Services

...benefitting your business

When you are coming to the end of your lease and want to move on, we can help provide a one-stop shop service to assist your transition to new premises.

(A) Exit Strategy

Service Charge Review

Quite often we have experienced service charges increase in the last couple of years of a tenant's lease with impending potential void space. We offer a thorough and informed review of your existing service charges. We will analyse your data to highlight high cost areas and/or poor value for money and will identify possible savings.

We offer an initial service charge review **free of charge**.

Dilapidations

As your lease draws to an end, you will have the choice of undertaking works to bring the condition of the premises closer to that of when you took occupation or allow the landlord to serve a dilapidations claim on you. Service Charge Associates offer consultancy services designed to successfully settle dilapidations claims at lease expiry. Having represented both landlords and tenants upon numerous claims, utilising extensive experience of lease interpretation, building fabric elements and M&E installations, we are well positioned to advise you. We can either survey your premises, specify what works are necessary and co-ordinate the repairs project or we can negotiate the schedule of dilapidations served on you by your landlord.

Finding your new premises

Utilising our pool of approved local office agents, we can co-ordinate the search for new premises to suit your requirements. This service includes a full consultation to understand your requirements, presenting potential properties, arranging inspections and negotiating with your landlord on your heads of terms.

(B) Managing Future Liabilities

Service Charge Audit

Once you have chosen your new premises, we can undertake a "health check" to assess how the service charge is being managed, a service charge audit will help provide a detailed appraisal, which could form part of your due diligence assessment feeding into your heads of terms negotiations. For example, we would assess what level of service charge cap you should seek to negotiate and how this may impact on the services provided.

Energy Assessment

Service Charge Associates can also undertake surveys of the building services plant and equipment in your new building to ensure the efficient use of energy.

Our aim is to reduce your energy usage, whilst maintaining or where possible, improving the operation of the services. Following an inspection, we will make recommendations to reduce your energy bill.

Draft Lease Review

Many leases are generic and do not correspond well with the building specifics. We are trained and experienced in reviewing lease agreements and advising on the appropriateness of the service charge provisions in your draft lease agreement. Therefore, we can ensure that our advice is tailored to your specific needs at the proposed building.

Project Co-ordination

Service Charge Associates are able to offer Project Co-ordination skills to design and manage your office fit-out including both building fabric elements and mechanical and electrical installations.

Where relevant, we can act as CDM (Construction Design & and Management) Co-ordinator.

Please contact us to discuss your requirements.

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