



## AUTHORITY TO EFFECT FORFEITURE

We hereby authorise Latitude CES to effect peaceable re-entry and thereby secure forfeiture of the lease between:

Tenant Name:  & Landlord:

Occupied: Y  / N

Specialised locksmith required

Opening hours:

e.g. alarm/roller shutter doors: Y  / N

Address requiring forfeiture:

Site plan attached: Y  / N

If not then please give location details and trading style:

As allowed under commercial lease clause:

Clause:

Date:

And to change locks, display necessary termination notices as necessary; doing this is your acceptable instruction, authority and indemnification also our assurance to fully indemnify and to pay all fees and further liabilities that are due from the origin under this agreement whether stipulated or not incurred by reason of your implementing this instruction; and we here by accept not to hold you responsible for any goods forcibly or clandestinely removed from the premises following them being made secure.

### Instructing Client Details

Reference:

Company Name:

Address:

Contact information:

T:.....  
M:.....  
E:.....

Out of Hours Contact Name:   
Contact Number:

T:  M:

Invoices chargeable to:

Print Name:

Date:

Sign: