



## Application to Extend the Term of your Lease Information Request

### Leaseholder Information

Tenant Reference Number .....

Full Name .....

Property Address .....

Email Address .....

### Correspondence Address (if different from above)

*This is the address to which we will send all future correspondence about this application.*

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### How It Works

*Please return this form to us with payment (either online, by BACS or by cheque) of the £100 administration fee.*

### Methods of Payment

**Cheque:** *Any cheques should be made out to 'Homeground Management Limited'. Please also ensure that you write your address and/or tenant reference number on the back of the cheque.*

**Online Payments:** *Registered users can make payment online via the Tenant Portal on our website: [www.homegroundonline.com](http://www.homegroundonline.com)*

**BACS: Account Name:** HomeGround Management Limited **Account Number:** 04046315

**Sort Code:** 18-00-02 **Bank Address:** Coutts & Co, 440 The Strand, London WC2R 0QS

**Reference:** '(12- digit Tenant Reference Number)'

Signed .....

Dated .....

### Please return to:

Post: HomeGround Management Ltd, PO Box 6433, London, W1A 2UZ

Email: [fhsandlex@homegroundonline.com](mailto:fhsandlex@homegroundonline.com)