



Warrant to Forfeit

We hereby authorise: Wolf Enforcement Services Ltd & their Authorised Agents
Of : Suite LP24269, Lower Ground Floor, 145-157 St John Street, London, EC1V 4PW
Contact: Tel: 0845 463 0912 **Fax:** 0872 110 5614 **Email:** admin@wolfenforcement.co.uk

To Forfeit the Lease, in and upon the office, warehouse, land and premises in the tenure and occupation of

Name of Tenant

Being situated at (full postal address)

Postcode

In accordance with the terms and conditions of the lease and breach of covenants therein

For the Sum of £

Being rent arrears due to the Landlord, or

Being in Breach of the Covenants Herein.

Name of Landlord:

On the **Day of** **201** **(Due date)**

You are to proceed for the forfeiture of the lease by peaceable re-entry. And for doing so, this shall be your sufficient Warrant, Authority and indemnification against all Actions of Law, as well as against all costs, charges or expenses which you may incur or be liable to pay by reason of your executed this Warrant, and hereby undertake not to hold you accountable for any goods or clandestinely removed, and we also undertake to allow you a fee currently agreed.

Dated this **Day of** **201**

Signature of person authorising forfeiture:

Name of Authority:

Full Postal Address:

..... **Post Code:**

Contact Name:

Telephone: (0

Fax:

Mobile:

PLEASE ATTACH A STATEMENT OF ACCOUNT.



Briefing Document

Warrant to Forfeit

Contact Information

Wolf Enforcement Services Ltd
Suite LP24269, Lower Ground Floor, 145-157 St John Street, London, EC1V 4PW.
Tel: 0845 463 0912 • Fax: 0872 110 5614 • Email: admin@wolfenforcement.co.uk

Client:

Tenant:

Credit Control:

Area Manager:

Contact Tel:

Contact Tel:

Contact Tel:

Information

Usual Opening Times:

Attendance Required

- Within 24 Hours**
- Within 48 Hours**
- Specific Time Request**

Tenant History:

Payment/Behaviour History

Any further information/Instructions:

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Terms and Conditions for CRAR & Forfeiture

Commercial Rent Arrears Recovery

The service provided is *usually* free to you the landlord, as the Tenant is responsible for any fees incurred. In the unlikely event that you should cancel the warrant either before or after the legal process of **Commercial Rent Arrears Recovery** commences a fee of £75.00 + Vat (Compliance Fee Control of Goods (fees) regulations 2014) become payable by you. The cancellation of an instruction (Warrant) may result in cancellation fees being applied for actions incurred including but not limited to time and materials, administration fees; third party costs e.g specialist removal contractors.

Our Fees

Our fees will ***always*** be paid first to the attending Enforcement Agent in cleared funds.

Cancellation Fee

Our cancellation fee will be a minimum of £75.00 plus VAT.

Failed Recovery

If distraint fails due to any or all of the following

1. Tenant has absconded
 2. Business has ceased to trade
 3. Company is in insolvency
 4. Insufficient goods to levy against
 5. Incorrect information on warrant
 6. Inappropriate ***lease*** agreement
- (The above information should be volunteered at the initial contact with us)*
You may be liable of a minimum charge of £75 plus VAT.

Below is the scale of our ***Charges***

STAGE	AMOUNT £
Compliance Stage (Administration Fee)	£75.00
Enforcement Stage	£235.00 + if the debt is above £1500, 7.5% of the amount above £1500
Where Removal and sale takes place	
Storage Costs	Actual costs
Locksmiths Costs	Actual costs
Any relevant Court Application fees	Actual costs
Auctioneers costs where the sale is held on the Auctioneers premises	
Auctioneers Commission	Not exceeding 15% of the sum realised
Auctioneers out of pocket expenses	Actual costs
Reasonable Advertising costs	Actual costs
Auctioneers costs where the sale is held on other premises	
Auctioneers Commission	Not exceeding 7.5% of the sum realised
Auctioneers out of pocket expenses	Actual costs
Reasonable Advertising Costs	Actual costs
Internet auction costs	Actual costs
In some circumstances exceptional costs will apply	Agreed by Court



Application of proceeds where less than the full amount outstanding.

Where the goods are sold or disposed of at public auction fees must first be applied first in payment of the auctioneers fees, next the compliance fee and finally the remainder will be pro rata between the sum to be recovered and the disbursements and fees payable to the Enforcement Agent.

Forfeiture

In executing a Warrant to forfeit, a fee of £300.00 is required to be paid in full **prior** to this action taking place. (new clients) If the services of a locksmith or other specialist contractors are required, these costs will be payable by you and detailed on our final invoice.

V.A.T. will be charged at the current standard rate applicable on the charges for services rendered.

If you require us to pay any monies to you by BACS, please ensure you send the relevant bank details with the Warrant, otherwise payment will be made to you by cheque. All cleared monies remitted in 24 hours.

I hereby agree to the terms and conditions as set out in the above and as also contained within the Warrant of instruction. Charges are to cover any expense incurred by Wolf Enforcement Services Ltd or third parties in the execution of any cancelled/failed instructions.

Signed

Print

Company

Date