



HARRIS
ASSOCIATES

Licence To Alter Guidance

THE 5 GOLDEN RULES

Rule 1

Seek / provide early advice, be transparent & set out the process to be followed

Rule 2

Documentation – The Lease is King – Do nothing until it has been provided

Rule 3

Proportionality – Adopt a structure but ensure the report output and professional involvement is proportionate & reasonable

Rule 4

Leadership – Decide who is take the lead on behalf of the Landlord

Rule 5

Communication – Set out clear lines of communication between Landlord & Tenant

