

## HOW TO MINIMISE OCCUPATIONAL COSTS

In the current economic climate, many companies are looking at their premises in order to minimise costs and prepare for the future.

If you occupy leasehold premises here are some of the options open to you:

1. Dispose of surplus space. A disposal may depend on the terms within your lease. If an assignment or sub-letting is not allowed you may be able to negotiate a Deed of Variation with your landlord.
2. Downsize to smaller premises by assigning or underletting your premises. This can be costly and difficult in a poor market.
3. Lease surrender – difficult in a poor market as landlords are reluctant to incur the costs of reletting.
4. Exercise a break clause – make sure you strictly comply with the terms of the break. Many companies use the benefit of a break to re-negotiate better lease terms.
5. Re-gear the lease – put simply, this means that the tenant extends their lease term in return for an incentive from the landlord.

We are happy to discuss with you the pros and cons of any of the above opportunities on a strictly private and confidential basis.

### In this edition:

How to minimise  
occupational costs

Featured Properties

Recent Successes

2011 Service Charge code

The Pilgrim Fathers

How can Hurst Warne  
help you?

### RECENT SUCCESSES

#### TONBRIDGE

Weald Court  
Letting of 3,541 and 2,615 sq ft offices

#### CROYDON

IO Centre  
Leasehold acquisition of self-contained  
warehouse unit

#### ALDERSHOT

Grosvenor House  
17,275 sq ft warehouse letting

#### FLEET

20 Kings Road  
Sold to the Co-op convenience stores

#### ALDERSHOT

Grosvenor House and 2B Eastern Road  
Letting of 26,201 sq ft warehouse

#### WEYBRIDGE

Brooklands  
23,161 sq ft warehouse letting

#### LEATHERHEAD

Unit 1141B Axis Centre  
5,000 Hi-Tech building sold

To view more of our done  
deals, please visit our website  
using the link below.

**DONE DEALS**



**Deals Winner 2011**  
Most Active Commercial  
Property Agent in Surrey

### FEATURED PROPERTY



#### REDHILL

CONSORT HOUSE  
Self-contained office building

- 30,696 sq ft
- 70 parking spaces
- M25 J8 3 miles

For further information please contact  
**Will Gelder** at our Redhill office on  
01737 852 222 or see our website.

### FEATURED PROPERTY



#### WEYBRIDGE

1ST FLOOR BENCHMARK HOUSE  
High quality offices to Lease

- 10,500 to 17,550 sq ft
- J10/11 of M25 4 miles
- Up to 80 car parking spaces

For further information please contact  
**Nic Pocknall** at our Leatherhead office  
on 01372 360 190 or see our website.

NOVEMBER 2011

## FEATURED PROPERTY

### FAIROAKS HOUSE

**WHY RENT WHEN YOU CAN BUY?**

**LAUNCHING EARLY 2012**

**FULLY REFURBISHED OFFICE SUITES  
SUITES FOR SALE FROM 750 SQ.FT**

### WOKING

FAIROAKS HOUSE

Refurbished office suites for sale

- 750 to 1,400 sq ft
- On-site parking
- Launching early 2012

For further information please contact **Peter Richards**  
at our Woking office on 01483 866 052 or see our website.

## FEATURED PROPERTY



### WOKINGHAM

CROWTHORNE HOUSE

High quality offices to let

- 15,265 sq ft
- On-site staff restaurant
- Close to M3 & M4

For further information please contact **Steve Barrett**  
at our Fleet office on 01252 816 061 or see our website.

For our latest property requirements  
please visit our website:

**REQUIREMENTS**

## WHAT WE CAN DO FOR YOU

Hurst Warne is able to offer clients a comprehensive advisory service in all areas of commercial property and is regulated by the RICS.

Our services include Agency Disposal & Acquisition, Property & Asset Management, Investment & Development advice, Landlord & Tenant, Rating and various other commercial property services.



[hurstwarne.co.uk](http://hurstwarne.co.uk)

## 2011 RICS SERVICE CHARGE CODE OF PRACTICE

The RICS code of practice for Service Charges in Commercial Property, 2nd Edition, became effective from 1st October 2011. This code follows the first edition that was published in 2007. The aims of the code are:

- To improve general standards and promote best practice, uniformity, fairness and transparency in the management and administration of service charges in commercial property.
- To ensure timely issue of budgets and year end certificates.
- To reduce the causes of disputes and to give guidance to resolving disputes where these do occur.
- To provide guidance to solicitors, their clients (owners or occupiers) and managers of service charges in the negotiation, drafting, interpretation and operation of leases in accordance with best practice.

If you require more information on the code or require general advice on service charges or advice on a service charge dispute relating to commercial property please contact **Nick Atkinson**, partner responsible for Property Management at our Fleet office on 01252 816 061. We have a team of 12 experienced staff in our management department based in our M3 office who can assist you.

## HURST WARNE SELLS HISTORIC BUILDING

Hurst Warne have recently sold 3 substantial historic listed buildings in West Street, Dorking. The buildings total some 3,471 sq ft over ground and three upper floors.

The property is believed to be the only surviving building in the world once owned and occupied by a pilgrim father, namely William Mullins, who sailed on the Mayflower Ship to America on 16th September 1620.

To find out more about the historical nature of the building please visit our **website**.



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