

FILING INSTRUCTIONS

RELEASE 53

Below are the filing instructions for Release 53 of *Practical Lease Precedents*. Please remove and discard the specified old pages and insert the new ones as indicated below. However, before filing this release, please ensure that Release 52 has been filed. The filing record card indicates details of the most recently filed release.

Remember to look at the illustrated filing guide at the end of the Service Information section if you have any difficulty filing in the new pages.

The checklist (which you will find behind these filing instructions) contains a complete list of pages your looseleaf should contain after you have filed this release.

For the most up-to-date version of these filing instructions, please visit the subscriber information page at www.sweetandmaxwell.co.uk.

If you discover that pages are missing, or that you do not have the most recent version of a page, please complete our online form at <http://www.sweetandmaxwell.co.uk/customer-support/subscriptions/order-missing-pages.aspx>.

If you are missing a whole release or volume please email TRLUKICS@thomsonreuters.com.

IMPORTANT NOTE FOR SUBSCRIBERS

Before filing release 53 please move sections 'Forms 5: Residential Property' and 'Forms 5A: Short Residential' (pages 5A/1 to 5A/192 along with the accompanying divider cards) from the end of Volume 1 to the beginning of Volume 2. They should be inserted immediately after the Volume 2 title pages.

VOLUME 1

Remove old pages

FIs 1 to FIs 6
Checklist 1 to
Checklist 16

Insert new pages

FIs 1 to FIs 6
Checklist 1 to
Checklist 16

Service Information

iii to iv
vii to viii

iii to iv
vii to viii

Remove old pages

Insert new pages

Forms 1: Offices

1/3 to 1/4	1/3 to 1/4/2
1/27 to 1/28	1/27 to 1/28
1/50/1 to 1/50/2	1/50/1 to 1/50/2
1/73 to 1/74	1/73 to 1/74
1/97 to 1/98	1/97 to 1/98
1/121 to 1/122	1/121 to 1/122
1/140/1 to 1/140/2	1/140/1 to 1/140/2
1/163 to 1/164	1/163 to 1/164/2
1/190/1 to 1/190/2	1/190/1 to 1/190/2
1/213 to 1/214	1/213 to 1/214
1/240/1 to 1/240/2	1/240/1 to 1/240/2
1/261 to 1/262	1/261 to 1/262
1/287 to 1/288	1/287 to 1/288
1/330/1 to 1/330/2	1/330/1 to 1/330/2
1/354/1 to 1/354/2	1/354/1 to 1/354/2
1/375 to 1/376	1/375 to 1/376
1/391 to 1/392	1/391 to 1/392
1/413 to 1/414	1/413 to 1/414

Forms 2: Shops

2/4/1 to 2/4/2	2/4/1 to 2/4/2
2/29 to 2/30	2/29 to 2/30
2/53 to 2/54	2/53 to 2/54
2/78/1 to 2/78/2	2/78/1 to 2/78/2
2/104/1 to 2/104/2	2/104/1 to 2/104/2
2/133 to 2/134	2/133 to 2/134/2
2/162/1 to 2/162/2	2/162/1 to 2/162/2
2/190/1 to 2/190/2	2/190/1 to 2/190/2
2/215 to 2/216	2/215 to 2/216/2
2/241 to 2/242	2/241 to 2/242
2/281 to 2/282	2/281 to 2/282
2/304/1 to 2/304/2	2/304/1 to 2/304/2
2/327 to 2/328	2/327 to 2/328
2/349 to 2/350	2/349 to 2/350
2/365 to 2/366	2/365 to 2/366/2
2/387 to 2/388	2/387 to 2/388
2/406/1 to 2/406/2	2/406/1 to 2/406/2
2/428/1 to 2/428/2	2/428/1 to 2/428/2
2/454/1 to 2/454/2	2/454/1 to 2/454/2
2/477 to 2/478	2/477 to 2/478
2/499 to 2/500	2/499 to 2/500
2/517 to 2/518	2/517 to 2/518
2/541 to 2/542	2/541 to 2/542

Forms 3: Industrial Property

3/4/1 to 3/4/2	3/4/1 to 3/4/2
3/25 to 3/26	3/25 to 3/26
3/47 to 3/48	3/47 to 3/48
3/68/1 to 3/68/2	3/68/1 to 3/68/2
3/91 to 3/92	3/91 to 3/92/2
3/115 to 3/116	3/115 to 3/116

Remove old pages
 3/136/1 to 3/136/2
 3/159 to 3/160

Insert new pages
 3/136/1 to 3/136/2
 3/159 to 3/160

Forms 4: Other Business Property

4/4/1 to 4/4/2	4/4/1 to 4/4/2
4/29 to 4/30	4/29 to 4/30
4/51 to 4/52	4/51 to 4/52
4/73 to 4/74	4/73 to 4/74
4/91 to 4/92	4/91 to 4/92
4/109 to 4/110	4/109 to 4/110
4/127 to 4/128	4/127 to 4/128
4/149 to 4/150	4/149 to 4/150
4/163 to 4/164	4/163 to 4/164
4/181 to 4/182	4/181 to 4/182
4/201 to 4/202	4/201 to 4/202
4/226/1 to 4/226/2	4/226/1 to 4/226/2
4/250/1 to 4/250/2	4/250/1 to 4/250/2
4/274/1 to 4/274/2	4/274/1 to 4/274/2
4/297 to 4/298	4/297 to 4/298
4/317 to 4/318	4/317 to 4/318/2
4/341 to 4/342	4/341 to 4/342
4/361 to 4/362	4/361 to 4/362
4/383 to 4/384	4/383 to 4/384/2
4/405 to 4/406	4/405 to 4/406
4/421 to 4/422	4/421 to 4/422

You have now finished filing Volume 1

VOLUME 2

Preliminary Pages

i to ii

i to ii

Forms 5: Residential Property

5A/9 to 5A/10/4	5A/9 to 5A/10/4
5A/11 to 5A/12/2	5A/11 to 5A/12/2
5A/17 to 5A/18/4	5A/17 to 5A/18/4
5A/19 to 5A/20/2	5A/19 to 5A/20/2
5A/24/1 to 5A/24/2	5A/24/1 to 5A/24/2
5A/25 to 5A/26/2	5A/25 to 5A/26/2
5A/32/1 to 5A/32/2	5A/32/1 to 5A/32/2
5A/35 to 5A/36	5A/35 to 5A/36/2
5A/40/1 to 5A/40/2	5A/40/1 to 5A/40/2
5A/43 to 5A/44/2	5A/43 to 5A/44/2
5A/48/1 to 5A/48/2	5A/48/1 to 5A/48/2
5A/49 to 5A/50/2	5A/49 to 5A/50/2
5A/51 to 5A/52	5A/51 to 5A/52
5A/56/1 to 5A/56/2	5A/56/1 to 5A/56/2
5A/59 to 5A/60	5A/59 to 5A/60/2
5A/64/1 to 5A/64/2	5A/64/1 to 5A/64/2
5A/65 to 5A/68	5A/65 to 5A/68/2

Remove old pages

5A/72/1 to 5A/72/2
 5A/75 to 5A/76/2
 5A/79 to 5A/84/2
 5A/86/1 to 5A/86/2
 5A/89 to 5A/90/2
 5A/94/1 to 5A/94/2
 5A/97 to 5A/98/2
 5A/103 to 5A/108
 5A/111 to 5A/112
 5A/115 to 5A/116
 5A/119 to 5A/120
 5A/123 to 5A/124/0/2
 5A/124B/1 to 5A/124B/2
 5A/124E to 5A/124F/2
 5A/125 to 5A/136B
 5A/136E to 5A/136H
 5A/138/1 to 5A/138/2
 5A/141 to 5A/142/2
 5A/147 to 5A/148
 5A/151 to 5A/152
 5A/156/1 to 5A/156/2
 5A/157 to 5A/160
 5A/163 to 5A/164
 5A/165 to 5A/168/2
 5A/170/1 to 5A/170/2
 5A/171 to 5A/174/2
 5A/177 to 5A/182/2
 5A/184/1 to 5A/184/2
 5A/185 to 5A/188

Insert new pages

5A/72/1 to 5A/72/2
 5A/75 to 5A/76/2
 5A/79 to 5A/84/2
 5A/86/1 to 5A/86/2
 5A/89 to 5A/90/2
 5A/94/1 to 5A/94/2
 5A/97 to 5A/98/2
 5A/103 to 5A/108/2
 5A/111 to 5A/112
 5A/115 to 5A/116/2
 5A/119 to 5A/120
 5/123 to 5/124/0/2
 5A/124B/1 to 5A/124B/2
 5A/124E to 5A/124F/2
 5A/125 to 5A/136B
 5A/136E to 5A/136H
 5A/138/1 to 5A/138/2
 5A/141 to 5A/142/2
 5A/147 to 5A/148
 5A/151 to 5A/152/2
 5A/156/1 to 5A/156/2
 5A/157 to 5A/160/2
 5A/163 to 5A/164/2
 5A/165 to 5A/168/2
 5A/170/1 to 5A/170/2
 5A/171 to 5A/174/2
 5A/177 to 5A/182/2
 5A/184/1 to 5A/184/2
 5A/185 to 5A/188/2

Forms 5B: Long Residential

5B/3 to 5B/4
 5B/21 to 5B/22
 5B/37 to 5B/38
 5B/53 to 5B/54
 5B/69 to 5B/70
 5B/80A to 5B/80B
 5B/93 to 5B/94
 5B/109 to 5B/110
 5B/123 to 5B/124
 5B/137 to 5B/138
 5B/151 to 5B/152
 5B/158A to 5B/158B
 5B/159 to 5B/160
 5B/177 to 5B/178
 5B/193 to 5B/194
 5B/211 to 5B/212
 5B/223 to 5B/224
 5B/233 to 5B/234
 5B/245 to 5B/246
 5B/259 to 5B/260
 5B/269 to 5B/270
 5B/279 to 5B/280

5B/3 to 5B/4
 5B/21 to 5B/22
 5B/37 to 5B/38
 5B/53 to 5B/54
 5B/69 to 5B/70
 5B/80A to 5B/80B
 5B/93 to 5B/94
 5B/109 to 5B/110
 5B/123 to 5B/124
 5B/137 to 5B/138
 5B/151 to 5B/152
 5B/158A to 5B/158B
 5B/159 to 5B/160
 5B/177 to 5B/178
 5B/193 to 5B/194
 5B/211 to 5B/212
 5B/223 to 5B/224
 5B/233 to 5B/234
 5B/245 to 5B/246
 5B/259 to 5B/260
 5B/269 to 5B/270
 5B/279 to 5B/280

Remove old pages

Insert new pages

Forms 8: Consents and Lease Variations

7/207 to 7/208	7/207 to 7/208
7/215 to 7/216	7/215 to 7/216
7/222/1 to 7/222/2	7/222/1 to 7/222/2
7/222/11 to 7/222/12	7/222/11 to 7/222/12
7/222/21 to 7/222/22	7/222/21 to 7/222/22
7/222/27 to 7/222/28	7/222/27 to 7/222/28

Precedent Clauses

8/243 to 8/244B	8/243 to 8/244B
8/246A to 8/246D	8/246A to 8/246D
8/249 to 8/250D	8/249 to 8/250D

Index

Index 1 to Index 36	Index 1 to Index 36
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You have now finished filing Volume 2

Operator's File

i to ii	i to ii
265 to 266B	265 to 266B
268G to 268H	268G to 268H
271 to 272B	271 to 272B

You have now finished filing the Operator's File

You have now finished filing this release

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