

Dear Agent

You may be aware of the significant portfolio growth that Indurent is continuing to undertake across the country. With our retained agents' help we are working hard to lease our space. However, to try to accelerate our leasing activity we will now accept introductions from non-retained agents on our void assets.

These terms apply to all introductions submitted and are binding upon submission of an introduction.

Below describes what will constitute a valid introduction, a list of specific details that must be provided, and how to make the introduction.

What constitutes an acceptable introduction?

- The introduction **must** be made in line with the How to make an Introduction section below
- The email must contain the completed form with the initial information required
- Neither Indurent nor its retained agents must be aware of the relevant requirements in relation to an organisation prior to or within 48 hours of the introduction being made (other than as a result of that introduction), whether or not the organisation itself is already known to Indurent or its agents. In making the introduction the introducing party **must** confirm the minimum information as follows:
 - Identity of the organisation
 - Contact information – name, e-mail, and telephone number
 - Size of requirement
 - Area of search
 - Specific property(s) which the party is being introduced to
- Where multiple introductions of the same organisation are received regarding a particular unit, only the first introduction submitted in accordance with these requirements will be recognised

What we will not accept as an introduction

- Agent circulars; and/or
- Requirements that are already known by Indurent or its retained agents prior to the introduction or within 48 hours of the introduction being made (other than as a result of that introduction).
- Short term lettings less than a 12 month term certain.

Indurent

The Fitzrovia, 1 Bayley Street

London

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In all circumstances the acceptance of an introduction will be at the discretion of Indurent. Indurent may, at any time, withdraw or rescind acceptance of an introduction at its discretion, acting reasonably.

What we will pay

If a successful introduction is made, provided the introduction is the effective cause of the completed transaction, Indurent will pay a fee equivalent to 5% plus VAT of the headline annual rent (excluding any rent-free periods or other financial incentives) payable on legal completion of the transaction. A minimum fee of £750 + VAT is applicable.

How to make an Introduction

Please send your introduction via the contact form on the website at <https://www.indurent.com/contact/>. We will respond advising if the introduction is acceptable at the earliest opportunity.

By submitting an introduction, you agree that these terms apply and are binding. If there is any dispute about whether an introduction is valid and/or whether a commission is payable, please refer this to Adam.Haley@indurent.com.

We trust the above is clear, but should you have any questions please do let us know.

Kind regards

Adam Haley
Head of Leasing

Indurent

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