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| Instrument for Registration of Lease | | | | | | |
| Objective | | | | | | |
| This instrument is intended for lease registration of all Real Property in accordance with the Real Property Law of the DIFC. | | | | | | |
| Section 1: Details Required | | | | | | |
| Folio of Register1: | Folio No: | | | | | |
| Property Details: | Building Name: | | | | | |
|  | Floor Number: | | | | | |
|  | Unit Number: | | | | | |
|  | Unit Area: | | | | | |
| Usage: | Residential Commercial Retail Parking  Storage  Other | | | | | |
| Type of Lease | Off Plan Built Premises | | | | | |
| Landlord/s name2: |  | | | | | |
| Address of Landlord/s3: |  | | | | | |
| Contact details: | Tel: | | | Email: | | |
| Tenant/s Name4: |  | | | | | |
| Address of Tenant/s5: |  | | | | | |
| Contact details: | Tel: | | | Email: | | |
| Lease Term: | Date of Lease: | | | | | |
|  | Term: | | | | | |
|  | Commencement Date 6: | | | | | |
|  | Expiry Date 7: | | | | | |
|  | Rent Payable: | | | | | |
| Are you registering a sub-lease?: | Yes (If yes, please provide details of head lease and consent from Landlord of headlease 8) :  No | | | | | |
| Mortgagee’s consent required to Lease9: | Yes  No | | | | | |
| Landlord’s calculation of Lease Registration Fee10: | $100  $200  $300 | | | | | |
| Section 2: Signatures | | | | | | |
| Signature of Landlord/s: | **Name:** | | **Signature:** | | | **Date:** |
| Signature of Tenants/s: | **Name:** | | **Signature:** | | | **Date:** |
| Section 3: For Official Use Only | | | | | | |
| **Received By:** | | **Date:** | | | **Stamp:** | |

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| Instrument for Registration of Lease | |
| Guidelines | |
| **Section 1** | |
| 1 | Specify the Folio Number which is on the Title Deed. |
| 2 | The Landlord is defined as the Lessor in the DIFC Real Property Law. The Landlord’s name/s must be written exactly as it/they appear on the Title Deed, otherwise the application will be rejected. |
| 3 | The address provided must be a valid address where the Registrar may serve notices and it is up to the party to keep their address updated with the Registrar at all times. |
| 4 | The Tenant is defined as the Lessee in the DIFC Real Property Law. The Tenant/s name/s must be identical to the name/s mentioned on the Lease. |
| 5 | The address provided must be a valid address where the Registrar may serve notices and it is up to the party to keep their address updated with the Registrar at all times. |
| 6 | Where the Lease is off plan or does not specify a Commencement Date, this section can be left blank. |
| 7 | Where the Lease is off plan or does not specify an Expiry Date, this section can be left blank. |
| 8 | The Landlord is responsible for obtaining consent to sublet from the Landlord of the head lease (where required) and the Registrar shall not be held liable for registering a sub-lease where such consent is not valid. |
| 9 | Where consent of a Mortgagee is required to the lease please attach No Objection/Consent Letter from Mortgagee. |
| 10 | The registration fee is payable based on the term of the Lease in accordance with the Real Property Regulations:  Lease term exceeding 6 months and less than 5 years: $100  Lease term equal to or more than 5 years and less than 10 years : $200  Lease term equal to or more than 10 years exceeding 10 years: $300 |
| **Section 2** | |
| All signatures shall be provided, including company stamp where applicable. The Registrar is entitled to request whatever documents it deems necessary to ascertain the identity of an authorised signatory. | |

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| Warranty |
| The parties to this Instrument warrant that the information provided in the Instrument and all accompanying documents is true and accurate. Any party providing any information which is false, misleading or deceptive to the Registrar or withholds or conceals information from the Registrar shall be fined and/or prosecuted to the full extent of the Law. |