

## SCHEDULE 5

Regulation 7 and 8(5)

### FORM OF CONTRACT NOTICE COMMONHOLD AND LEASEHOLD REFORM ACT 2002

#### *Contract Notice*

To

[name and address of RTM company] (See  
Note 1 below)

("the company")

1. This notice is given in relation to the contract details of which are given in the Schedule to this notice ("the contract"). (See Note 2 below)

2. Should the company wish to avail itself of the services which the contractor party, or sub-contractor party, has provided to the manager party under the contract it is advised to contact the contractor party, or sub-contractor party

at

[address at which person/entity giving this  
notice should be contacted]

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**Either**

Signed:

*[signature on behalf of company]*

Duly authorised officer of:

*[name of company giving the notice]*

Date:

**Or**

Signed:

*[signature]*

By or on behalf of:

*[name of person/entity giving this notice]*

Date:

## SCHEDULE

*Insert details required by paragraph 1 above*

Name of contract:

Parties to contract (**See Note 3 below**):

(1)

*[contractor (or sub-contractor) party]*

(2)

*[manager party]*

Address of the contractor (or sub-contractor)  
party under the contract:

Date of contract:

Term of contract:

years and

months

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## NOTES

1. The contract notice (a notice in the form set out in Schedule 5 to the Right to Manage (Prescribed Particulars and Forms)(Wales) Regulations 2011) is relevant when the right to manage certain premises is to be acquired by a Right to Manage company ("RTM company") under Part 2 of Chapter 1 of the Commonhold and Leasehold Reform Act 2002 ("the 2002 Act"). The person who is the manager party in relation to an existing management contract must give to the RTM company a contract notice in accordance with section 92(1) of the 2002 Act. A person who receives a contractor notice who is also party to an existing management sub-contract must also give to the RTM company a contract notice in accordance with section 92(4) of the 2002 Act.

"Existing management contract", is defined in section 91(3) of the 2002 Act. An existing management sub-contract is defined in section 92(5) of the 2002 Act.

2. The time for giving a contract notice is set out in section 92(2) and 92(6) of the 2002 Act.

3. "Contractor party" and "manager party" are defined in section 91(2) of the 2002 Act and "sub-contractor party" is defined in section 92(4) of that Act.