



This is our basic guide to the process of taking a lease with our business, we would strongly recommend that you take formal legal advice from a qualified solicitor if considering leasing a business.

STAGE 1

Visit our web site to get details of what pubs we have available

Visit the pub(s) that you are interested in

Log your application details onto our web site. Someone will contact you within 48 hours to respond to your enquiry

STAGE 2

Our Business Development Manager will then follow up on your enquiry and arrange a meeting. Prior to this meeting you should have given some consideration to the direction of which you would like to take the business you are interested in.

We will provide you with as much relevant information as we have available on the business and the terms we are proposing. Our Business Development Manager will provide this for you.

All of our leaseholders are required to hold a valid personal licence (SCPLH), if you do not have this we can provide details and guidance on how this can be done.

STAGE 3

You will then be required to produce a business plan and be prepared to discuss the detail and the financial projections at the next meeting. You may wish to consult with an accountant to help produce these figures.

Once your business plan has been completed our Business Development Manager will meet and review this with you, at this stage you will be required to provide proof of funding, credit check information and also a copy of your personal licence. In some instances we may also request a police background check.

STAGE 4

You will meet with the Business Development Manager to provide further information, we will also at this stage complete an interview checklist which covers all of the terms of the agreement and ensures both parties are fully aware of what is being proposed. Only after this stage will heads of terms be signed and progressed to solicitors to prepare and sign the legal lease document.

You will then attend our mandatory ILRO (Introduction to Licensed Retailing Operations) course, this must be prior to your entry date.

Your Business Development Manager will then agree target entry dates and provide guidance in terms of available products, useful suppliers from our Publican Buyers Guide and ensure you have the relevant contact details for all the needs of the business.

We will also support where necessary in setting up your launch and training for the business, where required we can introduce our catering, marketing or investment support teams to aid in your new business.

IT IS IMPORTANT THAT WELL BEFORE YOU TAKE ENTRY TO THE PUB, YOU HAVE:

A good accountant and stocktaker

Registered for VAT and PAYE

Set up a Business Bank account

Arranged contents and public liability Insurance