**FORM TO SUBMIT DETAILS WITH REGARD TO OFFICE SPACE WANTED FOR RENT OR LEASE**

|  |  |  |
| --- | --- | --- |
| **No** | **Area** | **Details** |
| 1 | Location |  |
| 2 | Details of the owner* Name
* Telephone number
 |  |
| 3 | Floor area (Sq. Ft) |  |
| 4 | Rent per Sq. Ft |  |
| 5 | Service Charges per Sq. Ft. |  |
| 6 | All other applicable charges |  |
| 7 | Any other details |  |
| 8 | Signature and date |  |