



LEASE ASSIGNMENT REQUEST FORM

Property Asset Management Section
REAL ESTATE MANAGEMENT DEPARTMENT

Housing Development Corporation Limited
HDC Building, Hulhumalé, Republic of Maldives
Hotline 1516 T +960 335 3535
E hello@urbanco.mv W www.urbanco.mv

1. Information of Lessee

Full Name	
ID/Business Registration No	
Registered Address	
Current Address	
Contact Person	Name: _____ Contact Number: _____
Email Address	

2. Property Details

Property Name	
Unit Number	
Unit Area (sqft)	
Agreement Number & Date	
Agreement Expiry Date	
Current Usage	

3. Reason for Assignment

Provide reason for requesting assignment (provide cashflow forecasts and other financial documents proving that conducting business is financially not feasible (if applicable))

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4. Declaration by Lessee

"I/We hereby declare, accept and understand that

- All the above information provided is true and correct and that no relevant information has been withheld.
- This form is subjected to be rejected in the event if any information is false
- Have read and understood the terms and conditions of lease assignment highlighted in this form
- The assignment of the property mentioned in this form and to abide by terms and conditions set forth in the initial lease agreement with the lessee and the lessor
- That this form will not be accepted without any documents missing as per the document checklist with this form"

Declared By Signature & Company Stamp	Name: _____
	Designation: _____
	Date & Time: _____

5. Information of Assignee

Full Name	
ID/Business Registration No	
Registered Address	
Current Address	
Contact Person	Name: _____ Contact Number: _____
Email Address	

6. Declaration by Assignee

"I/We hereby declare, accept and understand that

- All the above information provided is true and correct and that no relevant information has been withheld.
- This form is subjected to be rejected in the event if any information is false
- Have read and understood the terms and conditions of lease assignment highlighted in this form
- The assignment of the property mentioned in this form and to abide by terms and conditions set forth in the initial lease agreement with the lessee and the lessor
- That this form will not be accepted without any documents missing as per the document checklist with this form"

Declared By Signature & Company Stamp	Name: _____
	Designation: _____
	Date & Time: _____

7. Documents Checklist

1. Filled and completed Lease Assignment Request Form <input checked="" type="checkbox"/>
2. Company profile of Lessee and Assignee (if applicable, verified from Ministry of Economic Development) <input type="checkbox"/>
3. ID Card Copy / Company Registration Certificate of Lessee and Assignee <input type="checkbox"/>
4. Audited Financial Statements of Lessee and Assignee (most recent 3 years) <input type="checkbox"/>
5. Projected Financial Statements and cashflow of Lessee and Assignee <input type="checkbox"/>

8. Terms & Conditions

- Lease assignments will only be applicable for units and lands leased by Urbano
- If an assignee desires to change the current usage of a leased unit, the proposed new usage should be compatible or complementary to the existing businesses in the vicinity.
- Assignment Conditions
 - After allocation/conditional award but before agreement signing
 - ❖ During this stage, assignment will not be allowed. However, if the lessee wishes to assign the lease to another party, it can be carried out if the lessee owns the majority share of the assignee.
 - During fit-out period/development period
 - ❖ Assignment is permitted if the lessee can provide cashflow forecasts and other financial documents proving that carrying out their intended business would not be financially feasible for them.
 - ❖ Lease assignments are permissible to a different company that such assignments are not in contradiction to any criteria evaluated in the RFP process.
 - After 01 (one) year of signing the agreement
 - ❖ If the lessee wishes to carry out the assignment process after one year of the lease agreement, request can be allowed subject to clause 5.2 and lessee must pay a Lease Premium (Annex 01) to the lessor before transferring the assignment.
- Lease assignment must adhere to all other policies and guidelines set forth by Urbano.
- The assignee should not have any active lease agreements with Urbano from the same property or project. In addition to that, the lease assignment should not facilitate the assignee's capability to control the majority share of a particular usage category in terms of allocation and size.
- Lease assignment are permissible to a parent company, on condition that the parent company should not have any overdue, legal disputes with Urbano
- Lease assignment are permissible to a subsidiary company, on condition that the lessee should hold the majority of the shares of the subsidiary
- Lessee must pay a Lease Premium to the lessor before transferring the assignment as stated below;

Units

Area	Remaining Years of the Current Rent Period				
	1	2	3	4	5
< than 1,000 sqft	MVR 18,000	MVR 24,000	MVR 32,800	MVR 44,000	MVR 60,000
1,001 – 2,500 sqft	MVR 25,000	MVR 32,500	MVR 42,500	MVR 55,000	MVR 72,000
>than 2,501 sqft	MVR 27,000	MVR 35,000	MVR 45,500	MVR 59,000	MVR 77,000

Lands – Hulhumalé

Area	Remaining Years of the Current Rent Period				
	1	2	3	4	5
< than 5,000 sqft	MVR 43,000	MVR 58,000	MVR 78,000	MVR 106,000	MVR 140,000
5,001 – 10,000 sqft	MVR 55,000	MVR 70,000	MVR 93,000	MVR 120,000	MVR 157,000
>than 10,000 sqft	MVR 77,500	MVR 100,000	MVR 130,000	MVR 170,000	MVR 222,000

Lands – Thilafushi

Area	Remaining Years of the Current Rent Period				
	1	2	3	4	5
< than 50,000 sqft	MVR 28,500	MVR 57,500	MVR 86,000	MVR 115,000	MVR 144,000
50,000 – 150,000 sqft	MVR 108,000	MVR 215,000	MVR 325,000	MVR 430,000	MVR 540,000
> than 150,000 sqft	MVR 144,000	MVR 288,000	MVR 430,000	MVR 575,000	MVR 720,000

- During Lease Assignments, the following conditions will be exempted for Lease Assignment Premium. However, an administrative fee of MVR 10,000 will be charged for such cases;
 - Lease assignment to subsidiary or parent company of the lessee
 - Lease assignment of sole trader to company or partnership where the current lessee holds the majority shares of the assignee