

**Commercial Tenancy (Retail Shops) Agreements Act 1985**

Section 13 (1)

[Reg. 6]

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**NOTICE OF EXERCISE OF OPTION**

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TO

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of

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(Full name and address of landlord as  
shown for service of notices in lease)

1. Where a retail shop is in a retail shopping centre --

.....  
.....

(Name and address of retail shopping centre)

.....  
.....

(Number of retail shop)

or

2. Where retail shop is not in a retail shopping centre --

.....  
.....

(Address of retail shop)

3.

.....  
.....

(Business name under which tenant conducts business)

I,

.....

.....  
(Full name of tenant)

.....

.....  
(Residential address of tenant or address of registered office if tenant is a body corporate)

being the tenant of the abovenamed retail shop under --

(a) a lease dated .....,

between

.....

(insert the names of each party to the lease and the capacity of each party, e.g. lessor, lessee, guarantor)

and (where applicable)

(b) an assignment of lease dated .....

between

.....

.....

.....  
(insert the names of each party to the assignment of lease and the capacity of each party, e.g. lessor, assignor, assignee, guarantor)

The current term of the lease of the abovenamed retail shop expires on .....

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Under section 13 (1) of the Commercial Tenancy (Retail Shops) Agreements Act 1985, I give notice that I exercise my option to renew the lease of the abovementioned retail shop for a term commencing immediately after the expiry of the current term and expiring on

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Date: .....

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(Signature of tenant or if tenant is a body corporate, the signature of a person duly authorized by the body corporate to give this notice).

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