



The Business Occupier's Handbook: A Practical guide to acquiring, occupying and disposing of business premises

Clifford Chance, Vicky Rubin

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Whatever your type of business, this practical handbook will help you to manage your premises effectively. Whether you are a tenant or an owner-occupier, it will enable you to take an informed approach to commercial property, helping you to negotiate successful transactions, deal with ongoing management issues effectively and get the most from advisers and agents. The handbook takes a practical approach using worked examples and checklists. It provides a step-by-step guide to all the stages of occupation with comprehensive coverage of all the relevant legal and technical information, including:

- * strategic property management
- * financial analysis and decision making
- * negotiating strategy
- * valuation
- * accounting
- * tax and business rates
- * acquisitions
- * purchase and lease terms
- * rent reviews
- * service charges
- * insurance
- * repairs alterations and use
- * planning and environmental issues
- * disposal of surplus space
- * lease expiries and renewals
- * compulsory purchase.

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Barbara Jackson:

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