



Contract checklist

Before you sign a contract to take over a pub, use this checklist to ensure you have all the information you need.

1. Agreement – has the lease/ tenancy or managed offer been provided to you with enough time for it to be fully and professionally examined?

- Is there a cooling off period within the agreement?
- Is there a notice period (from either side)?

2. Your pub company – do you understand how the relationship is supposed to work?

- Do you know what support your POB is supposed to offer?
- Do you understand what your Business Development Manager can and can't do?
- Do you understand how dispense monitoring works?
- Are you aware of what you have to provide to your POB if asked?

3. The type of pub

- Have you done your market research?
- Do you require specialised staffing such as chefs?
- What support mechanism do you have in place for HR etc?
- How will you advertise the pub?
- Do you have a website?

4. Business plan

- Have you completed a business plan that has been signed off by an independent accountant?
- Is your business plan sustainable in the event of unforeseen sales declines or increased costs?

5. The property – is the pub fully compliant?

- Have you been provided with all certification for, electrics, gas, asbestos, fire alarms, smoke detectors?
- If you are doing food, is the kitchen equipment fit for purpose?
- Has a fire risk assessment been done?
- Have all meters been read for gas and electrics?

6. Dilapidations

- Has the previous work identified by the POB been completed?
- Has a Schedule of Condition been completed including photographs of the current state of the property?
- Do you fully understand what your dilapidations requirement is from your agreement?

7. Rent review

- How often is the rent review conducted?
- What procedures are available if you disagree with your rent review?
- How much do these procedures cost?

8. The Pubs Code

- Do you know what it is and what it supposed to do?
- Do you know what Market Rent Only is and how it is triggered?
- Do you know what your POB must do to comply with the code?
- Do you know who your POB's code compliance officer is and what he is supposed to do?

9. Pubs Independent Review Scheme

- Do you know what it is and what it does?
- Are you aware of the costs involved?
- Do you fully understand the roles of an independent surveyor in the process?

Contact us

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