

eSignature Tags	
Tag	Notes
%person_fullNames%	This specific merge tag should only be used for the PropertyFile <i>Online Instruction Letter</i> template
%person_addressHouseNameBR%	This specific merge tag should only be used for the PropertyFile <i>Online Instruction Letter</i> template
%person_addressNumberSpace%	This specific merge tag should only be used for the PropertyFile <i>Online Instruction Letter</i> template
%person_addressStreetBR%	This specific merge tag should only be used for the PropertyFile <i>Online Instruction Letter</i> template
%person_address2BR%	This specific merge tag should only be used for the PropertyFile <i>Online Instruction Letter</i> template
%person_address3BR%	This specific merge tag should only be used for the PropertyFile <i>Online Instruction Letter</i> template
%person_address4BR%	This specific merge tag should only be used for the PropertyFile <i>Online Instruction Letter</i> template
%person_addressPostcode%	This specific merge tag should only be used for the PropertyFile <i>Online Instruction Letter</i> template
%contactSignature%	<p>This specific merge tag should be inserted in all eSign documents where the relevant contacts signature should appear. The contact signature merge tag is only designed to pull through once therefore should not be added multiple times.</p> <p>All other information such as the related property, date and signature block, can be populated by using our standard merge tags which can be found below.</p>
Core Property Tags	
Tag	Notes
%rePropertyAddress%	The full address will be displayed on one line with commas on each part of the address

%fullPropertyAddress%	The full address will be displayed with each part of the address on a new line
%property_addressHouseName%	House name from the property address on JUPIX
%property_addressNumberStreet%	Number and street from the property address on JUPIX
%property_addressStreet%	Street from the property address on JUPIX
%property_address2%	Address line 2 from the property address on JUPIX (area of town or village)
%property_address3%	Address line 3 from the property address on JUPIX (town)
%property_address4%	Address line 4 from the property address on JUPIX (county)
%property_address3or2%	address3 unless blank, in which case print address2
%property_address2or3%	address2 unless blank, in which case print address3
%propertyRegion%	Match area of property
%property_addressPostcode%	Postcode from the property address on JUPIX
%property_display_address%	Display address from the property details on JUPIX
%property_country%	Country from the property address on JUPIX
For the above add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma or to output in uppercase respectively BR = New Line Com = Add a comma in the tag UC = Make the field Uppercase	
%property_summary%	The full summary description from the properties profile section
%property_summary_chopped%	Summary description limited to 300 characters from the properties profile section
%advert_summary%	Advert summary from the properties profile section
%image_o_X%	Original image where X is the image number
%image_l_X%	Large image where X is the image number

%image_s_X%	Small image where X is the image number
%image_t_X%	Thumbnail image where X is the image number
%image_c_X_S%	Custom image where X is the image number and S is the image width
%image_d_X%	Image descriptions
%propertyFeatureNUM%	Property features
%floorplan_o_X%	Original floorplan where X is the image number
%floorplan_l_X%	Large floorplan where X is the image number
%floorplan_t_X%	Thumbnail floorplan where X is the image number
%epcEER_current%	EPC Current Energy Efficiency Rating
%epcEER_potential%	EPC Potential Energy Efficiency Rating
%epcEIR_current%	EPC Current Environmental Impact Rating
%epcEIR_potential%	EPC Potential Environmental Impact Rating
%epcGraph%	EPC graph that has been loaded to Jupix
%property_directions%	Directions to the property listed in Jupix
%property_referenceNumber%	Property reference number

%ensuitesConditional%	
%ensuites%	From property record

Residential Property Tags	
Tag	Notes
%availability%	Availability of property listed in Jupix, e.g. For Sale, To Let, Sold STC
%bedrooms%	Number of bedrooms listed for the property in Jupix
%bedroomsPostLabel%	3 bedrooms or 1 bedroom
%bedroomsTextPostLabel%	Three bedrooms or one bedroom
%ensuites%	Number of ensuites listed for the property in Jupix
%propertyType%	Display property type
%propertyTypeActual%	Actual property type
%propertyStyleActual%	Actual property style
%propertyAge%	Property age listed in Jupix
%propertyCondition%	Property condition listed in Jupix
%bathrooms%	Number of bathrooms listed for the property in Jupix
%toilets%	Number of toilets listed for the property in Jupix
%receptionRooms%	Number of reception Rooms listed for the property in Jupix
%kitchens%	Number of kitchens listed for the property in Jupix
%parkingCommaSeperated%	Parking offered listed and separated by commas
%outsideSpaceCommaSeperated%	Outside space listed and separated by commas
%floorArea%	Floor area entered by agency

%floorAreaSqFt%	Floor area converted to sq ft
%floorAreaSqM%	Floor area converted to sq m
%siteAreaAcres%	Area of site in acres
%siteAreaHectares%	Area of site in hectares
%full_description%	Full description of Property listed in Jupix
%localAuthority%	Local authority listed in Jupix
%councilTaxBand%	Council tax band listed in Jupix
%councilTaxExemptionReason%	Council Tax Exemption Reason
%domesticRates%	The Northern Ireland domestic rates payable for the property
%councilTaxCost%	Council tax cost listed against the property in Jupix
%advert_summary_long%	Newspaper advert summary long from the property record
%boardStatus%	Current board status for the property
%propertyCreatedDate_dmY%	Date the property was created in the format 13/06/2020
%propertyCreatedDate_jFY%	Date the property was created in the format 30 June 2020
%propertyCreatedDate_idSFY%	Date the property was created in the format Monday 15th June 2020
%propertyUpdatedDate_dmY%	Date the property was updated in the format 13/06/2020

%propertyUpdatedDate_jFY%	Date the property was updated in the format 30 June 2020
%propertyUpdatedDate_idSFY%	Date the property was updated in the format Monday 15th June 2020
%location_latitude%	Latitude of the property

%location_longitude%	Longitude of the property
Residential Sales Property Tags	
Tag	Notes
%price%	Price (including £ symbol)
%priceText%	Price in words (including 'pounds')
%priceQualifier%	e.g. offers over
%priceRangeLabel%	Price range in numbers (including £ symbol)
%priceRangeTextLabel%	Price range in words (including 'pounds')
%saleBy%	Sale by status set in Jupix e.g. auction
%fee%	Fee prepended by currency or appended by '%' depending on fee type
%tenure%	Tenure of the property set in Jupix
%serviceCharge%	The service charge for the property
%groundRent%	The ground rent for the property
%groundRentFixedForTerm%	Whether the ground rent is fixed for the term of the lease
%groundRentReviewPeriod%	The review period of the ground rent, if it is not fixed for the term of the lease
%groundRentReviewDate%	The date of the next ground rent review, if it is not fixed for the term of the lease
%sharedOwnership%	Shared Ownership summary
%sharedOwnershipSharePercent%	Shared Ownership Percentage

%sharedOwnershipRentAmount%	Shared Ownership rent amount
%sharedOwnershipRentFrequency%	Shared Ownership rent frequency
Residential Lettings Property Tags	
Tag	Notes
%rent%	Rent (including £ symbol and frequency e.g. pcm)
%rentText%	Rent in words (including 'pounds')
%furnished%	Furnished status of the property in Jupix
%nextAvailableDate%	Next available date of the property in Jupix
%deposit%	Deposit (including £ symbol)
Market Appraisal Tags	
Tag	Notes
%appraisalGuidePrice%	Applies to residential sales and land agencies. Appraisal fee tag puts in either the £ or % for the fee.
%appraisalLowPrice%	
%appraisalHighPrice%	
%appraisalGuidePriceText%	
%appraisalLowPriceText%	
%appraisalHighPriceText%	
%appraisalFee%	
%appraisalFeePercent%	

%appraisalFeeAmount%	
%appraisalGuideRent%	Applies to residential lettings
%appraisalLowRent%	
%appraisalHighRent%	
%appraisalGuideRentText%	
%appraisalLowRentText%	

%appraisalHighRentText%	
%appraisalManagementType%	
%appraisalManagementFee%	
%appraisalManagementFeePercent%	
%appraisalManagementFeeAmount%	
%appraisalContractType%	
%appraisalQuestionX%	Replace X with the question number (1 – 7) to print the appraisal question

Event Tags	
Tag	Notes
%eventStartDate_dmY%	e.g. 13/06/2020

%eventStartDate_jFY%	e.g. 30 June 2020
%eventStartDate_jSFY%	e.g. 30th June 2020
%eventStartDate_ldSFY%	eg. Monday 15th June 2020
%eventStartTime_Hi%	24 hour - 18:32
%eventStartTime_hia%	12 hour - 08:32am
%eventEndDate_dmY%	e.g. 13/06/2020
%eventEndDate_jFY%	e.g. 30 June 2020
%eventEndDate_jSFY%	e.g. 30th June 2020
%eventEndDate_ldSFY%	e.g. Monday 15th June 2020
%eventEndTime_Hi%	24 hour - 18:32
%eventEndTime_hia%	12 hour - 08:32am
%attendingNames%	Full names of users attending event
%attendingInitials%	Initials of users attending event
%property_viewing_notes%	Property viewing notes from the Viewings section of the property record
Offer Tags	
Tag	Notes
%offerStatus%	Offer Status, e.g. Accepted, Declined, Withdrawn
%offerDate_dmY%	e.g. 13/06/2020

%offerDate_jFY%	e.g. 30 June 2020
%offerDate_jSFY%	e.g. 30th June 2020
%offerDate_IdSFY%	e.g. Monday 15th June 2020
%offerTime_Hi%	24 hour - 01:32
%offerTime_Gi%	24 hour - 1:32
%offerTime_hia%	12 hour - 08:32am
%offerTime_gia%	12 hour - 8:32am
%offerAmount%	Offer amount (including £ symbol)

%offerAmountText%	Offer amount in text format e.g. Two Hundred and Fifty Thousand Pounds
%fixturesAndFittings%	Offers fixtures and fittings input into Jupix
%specialTerms%	Offers special terms input into Jupix
%subjectTo%	Offer is subject to input into Jupix

Sale Tags

Tag	Notes
%saleStatus%	Sales Status e.g. Sold STC, Exchanged, Completed
%saleDate_dmY%	e.g. 13/06/2020
%saleDate_jFY%	e.g. 30 June 2020

%saleDate_jSFY%	e.g. 30th June 2020
%saleDate_IdSFY%	e.g. Monday 15th June 2020
%saleAmount%	Sale amount (including currency symbol)
%saleAmountText%	Sale amount in text (including 'pounds')
%saleFeeAmount%	Sale fee amount excluding VAT
%saleFeeAmountVAT%	Sale fee amount VAT
%saleFeeAmountPlusVAT%	Sale fee amount including VAT
%desiredCompletionDate_IdSFY%	Desired completion date e.g. Monday 15th June 2020
%exchangeDate_IdSFY%	Exchange date e.g. Monday 15th June 2020
%contractedCompletionDate_jSFY%	Contracted completion date e.g. Monday 15th June 2020
%completionDate_IdSFY%	Completion date e.g. Monday 15th June 2020
%fixturesAndFittings%	Sales fixtures and fittings Set in Jupix
%specialTerms%	Sales special terms in Jupix
%mortgageArrangements%	Mortgage arrangements set in Jupix
%purchasersSituation%	Purchasers situation in Jupix
People Tags	
Tag	Notes
%P_fullAddress%	Contacts address block BR'd. Note this does not include the contacts name

%P_title%	Persons title set in Jupix
%P_forename%	Persons forename set in Jupix
%P_surname%	Persons surname in Jupix
%P_addressee%	Details set on the persons record as the Addressee field E.G Mr J Jones, Mr Jones etc.
%P_dear%	Details set on the persons record as the Dear field, E.G Mr Jones, John etc.
%P_company_name%	Company name associated with person in Jupix
%P_company_branch%	Company branch associated with person in Jupix
%P_addressHouseName%	House name from the persons address on JUPIX

%P_addressNumber%	Number and street from the persons address on JUPIX
%P_addressNumberStreet%	Street from the persons address on JUPIX
%P_address2%	Address line 2 from the persons address on JUPIX (area of town or village)
%P_address3%	Address line 3 from the persons address on JUPIX (town)
%P_address4%	Address line 4 from the persons address on JUPIX (county)
%P_addressPostcode%	Postcode from the persons address on JUPIX
%P_contact_type_1%	Type of contact number 1 listed in Jupix
%P_contact_number_1%	Contact number 1 listed in Jupix
%P_contact_type_2%	Type of contact number 2 listed in Jupix
%P_contact_number_2%	Contact number 2 listed in Jupix

%P_contact_type_3%	Type of contact number 3 listed in Jupix
%P_contact_number_3%	Contact number 3 listed in Jupix
%P_fax_number%	Fax number listed in Jupix
%P_email_address%	Email address(s) listed in Jupix
In the above, replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier OR waterSupplier.	
To populate the tags with the data for owner 2, 3, or 4 add the corresponding number next to 'owner'. For example %owner2_addressee%	
%owner_fullNamesAND%	Owner1, Owner2 and Owner3
%owner_fullNamesBR%	Owner1 Owner2 Owner3
%owner_fullNamesCOM%	Owner1, Owner2, Owner3
%guarantor_fullNames%	Full name of guarantor
%guarantor_contact_number_1%	Guarantor contact number
%guarantor_email_address%	Guarantor email address
Applicant Tags	
Tag	Notes
%minimumBedrooms%	Applicants minimum number of bedrooms

%minimumBedroomsBR%	Applicants minimum number of bedrooms followed by line break
%minimumBedroomsLabel%	
%minimumBedroomsLabelBR%	

%minimumBathrooms%	Applicants minimum number of bathrooms
%minimumEnsuites%	Applicants minimum number of ensuites
%minimumToilets%	Applicants minimum number of toilets
%minimumReceptionRooms%	Applicants minimum number of reception rooms
%applicantTypes%	
%applicantParking%	Applicants parking requirements
%applicantRegions%	Applicants region requirements
%maximumPrice%	Applicants maximum price
%applicantPropertyTenure%	Applicants property tenure requirements
%applicantPropertyAge%	Applicants property age requirements
%applicantPropertyCondition%	Applicants property condition requirements
%applicantOutsideSpace%	Applicants outside space requirements
%maximumRent%	Applicants maximum Rent
%maximumRentPA%	Applicants maximum rent per annum
%maximumRentPCM%	Applicants maximum rent per calendar month

%maximumRentPW%	Applicants maximum rent per week
%applicantFurnished%	Applicants furnishing requirements
%applicantLetType%	Let type set against the applicant
%dateRequired%	Date registered as the applicants requirement date
%applicant_c_purpose%	
%applicant_c_purposeLabel%	
%applicant_c_purposeLabelBR%	
%applicant_c_area%	
%applicant_c_requirement_notes%	
%minimumEnsuites%	Applicant requirement
%applicantSpecialRequirement%	
%applicantSpecialRequirementCOM%	
%applicantSpecialRequirementBR%	
User Tags	
Tag	Notes
%user_name%	Users name
%user_emailAddress%	Users email address
%user_telephoneNumber%	Users telephone number

%user_mobileNumber%	Users mobile number
%user_initials%	Users initials

%user_qualifications%	Users job qualifications
%user_jobTitle%	Job title of the user
%user_jobTitleBR%	Job title of the users followed by line break

Office Manager Tags	
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Tag	Notes
%office_manager_name%	Office manager name
%office_manager_emailAddress%	Office manager email address
%office_manager_telephoneNumber%	Office manager telephone number
%office_manager_mobileNumber%	Office manager mobile number
%office_manager_initials%	Office manager initials
%office_manager_qualifications%	Office manager job qualifications
%office_manager_jobTitle%	Job title of the office manager
%office_manager_jobTitleBR%	Job title of the office manager followed by line break

Office Tags	
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Tag	Notes
%office_name%	Name of the office
%office_fullAddressBR%	Full office address BR'd. Does not include office name
%office_fullAddressCOM%	Full office address comma separated. Does not include office name
%office_addressHouseName%	Suffix with BR or COM if required
%office_addressNumberStreet%	
%office_address2%	
%office_address3%	
%office_address4%	
%office_addressPostcode%	
%office_contactNumber_rs%	
%office_contactNumber_rl%	Office contact number for Residential Lettings
%office_contactNumber_c%	Office contact number for Commercial
%office_contactNumber_la%	Office contact number for Agricultural
%office_emailAddress_rs%	Office contact number for Residential Sales
%office_emailAddress_rl%	Office email address for Residential Lettings
%office_emailAddress_c%	Office email address for Commercial
%office_emailAddress_la%	Office email address for Agricultural
%office_faxNumber_rs%	Office fax number for Residential Sales

%office_faxNumber_rl%	Office fax number for Residential Lettings
%office_faxNumber_c%	Office fax number for Commercial

%office_faxNumber_la%	Office fax number for Agricultural
%registeredOffice_fullAddressBR%	Full office address with line breaks between them
%registeredOffice_fullAddressCOM%	Full office address with commas (and spaces) between them
%registeredOffice_name%	Registered name of the company i.e. "Jupix Estates"
%registeredOffice_addressHouseName%	
%registeredOffice_addressHouseNameCOM%	
%registeredOffice_addressHouseNameBR%	
%registeredOffice_addressNumber%	
%registeredOffice_addressNumberCOM%	
%registeredOffice_addressNumberBR%	
%registeredOffice_addressStreet%	
%registeredOffice_addressStreetCOM%	
%registeredOffice_addressStreetBR%	
%registeredOffice_addressNumberSpace%	
%registeredOffice_addressNumberSpaceCOM%	

%registeredOffice_addressNumberSpaceBR%	
%registeredOffice_addressNumberStreet%	
%registeredOffice_addressNumberStreetCOM%	
%registeredOffice_addressNumberStreetBR%	
%registeredOffice_address2%	
%registeredOffice_address2COM%	
%registeredOffice_address2BR%	
%registeredOffice_address3%	
%registeredOffice_address3COM%	
%registeredOffice_address3BR%	
%registeredOffice_address4%	
%registeredOffice_address4COM%	
%registeredOffice_address4BR%	
%registeredOffice_addressPostcode%	
%registeredOffice_addressPostcodeCOM%	
%registeredOffice_addressPostcodeBR%	
%registeredOffice_country%	
%registeredOffice_countryCOM%	

%registeredOffice_countryBR%	
%vatRegistrationNumber%	Agency (or brand) VAT Reg No
%companyRegistrationNumber%	Agency (or brand) Co Reg No
General Tags	

Tag	Notes
%date_dmY%	e.g. 13/06/2020
%date_jFY%	e.g. 30 June 2020
%date_jSFY%	e.g. 30th June 2020
%date_IdSFY%	e.g. Monday 15th June 2020
%agencyName%	Agency name
%agencyWebsite%	Agency website address
%templateHeaderApplicant%	Header tag, usually to include, Applicants: addressee, address, date and Dear line laid out in the format requested by yourselves
%templateHeaderOwner%	Header tag, usually to include, Owners: addressee, address, date and Dear line laid out in the format requested by yourselves
%templateHeaderApplicantSolicitor%	Header tag, usually to include, Applicants Solicitor: addressee, address, date and Dear line laid out in the format requested by yourselves
%templateHeaderOwnerSolicitor%	Header tag, usually to include, Owners Solicitor: addressee, address, date and Dear line laid out in the format requested by yourselves

%templateHeaderThirdParty%	Header tag, usually to include, 3rd Parties: addressee, address, date and Dear line laid out in the format requested by yourselves
%templateHeaderTenant%	Header tag, usually to include, Tenants: addressee, address, date and Dear line laid out in the format requested by yourselves
%signatureBlock%	Signature Block to include: Yours sincerely, users name and company. Laid out in the format requested by yourselves
%attendeeSignatureBlock%	Signature block of the event attendee
%rePropertyAddress%	The full address will be displayed on one line with commas on each part of the address
%vat_percentage%	Prevailing rate of VAT
Maintenance Job Tags	
Tag	Notes
%maintenanceJob_status%	The status of the maintenance job. E.G Pending, Completed, Invoice Received
%maintenanceJob_description%	The description of the maintenance job input into Jupix
%maintenanceJob_referenceNumber%	System generated reference number associated with the maintenance job
%maintenanceJob_dateReported_dmY%	e.g. 13/06/2020
%maintenanceJob_dateReported_jFY%	e.g. 30 June 2020
%maintenanceJob_dateReported_jSFY%	e.g. 30th June 2020
%maintenanceJob_dateReported_IdSFY%	e.g. Monday 15th June 2020
%maintenanceJob_reportedBy%	Who the maintenance job has been reported by set within Jupix
%maintenanceJob_dateScheduled_dmY%	e.g. 13/06/2020

%maintenanceJob_dateScheduled_jFY%	e.g. 30 June 2020
%maintenanceJob_dateScheduled_jSFY%	e.g. 30th June 2020
%maintenanceJob_dateScheduled_IdSFY%	eg. Monday 15th June 2020

%maintenanceJob_estimatedCost%	The estimated cost of the maintenance job set within Jupix
%maintenanceJob_paymentSource%	Source of payment set within Jupix for the maintenance job. E.g Rent, Landlord Direct
%maintenanceJob_contactForAccess%	e.g. Lead Tenant, Agency or Landlord
%maintenanceJob_contactForAccessDetailed%	e.g. Mr Darren Smith 01234 567890
%maintenanceJob_reasonCancelled%	Reason set in Jupix for the cancellation of the maintenance job
%maintenanceJob_dateCompleted_dmY%	e.g. 13/06/2020
%maintenanceJob_dateCompleted_jFY%	e.g. 30 June 2020
%maintenanceJob_dateCompleted_jSFY%	e.g. 30th June 2020
%maintenanceJob_dateCompleted_IdSFY%	e.g. Monday 15th June 2020
%maintenanceJob_dateInvoicePaid_dmY%	e.g. 13/06/2020
%maintenanceJob_dateInvoicePaid_jFY%	e.g. 30 June 2020
%maintenanceJob_dateInvoicePaid_jSFY%	e.g. 30th June 2020
%maintenanceJob_dateInvoicePaid_IdSFY%	e.g. Monday 15th June 2020
%maintenanceJob_actualCost%	The actual cost of the maintenance job set in Jupix
%maintenanceJob_dateInvoiceReceived_dmY%	e.g. 13/06/2020

%maintenanceJob_dateInvoiceReceived_jFY%	e.g. 30 June 2020
%maintenanceJob_dateInvoiceReceived_jSFY%	e.g. 30th June 2020
%maintenanceJob_dateInvoiceReceived_IdSFY%	e.g. Monday 15th June 2020
%maintenanceJob_datePaymentDue_dmY%	e.g. 13/06/2020
%maintenanceJob_datePaymentDue_jFY%	e.g. 30 June 2020
%maintenanceJob_datePaymentDue_jSFY%	e.g. 30th June 2020
%maintenanceJob_datePaymentDue_IdSFY%	e.g. Monday 15th June 2020
%maintenanceJob_invoiceNumber%	Invoice number associated with the maintenance job
Tenancy Tags	
Tag	Notes
%tenancy_status%	Status of the tenancy in Jupix, E.g. Preparing, Active - Renewing
%tenancy_startDate_dmY%	e.g. 13/06/2020
%tenancy_startDate_jFY%	e.g. 30 June 2020
%tenancy_startDate_jSFY%	e.g. 30th June 2020
%tenancy_startDate_IdSFY%	e.g. Monday 15th June 2020
%tenancy_endDate_dmY%	e.g. 13/06/2020
%tenancy_endDate_jFY%	e.g. 30 June 2020
%tenancy_endDate_jSFY%	e.g. 30th June 2020

%tenancy_endDate_IdSFY%	e.g. Monday 15th June 2020
%tenancy_term%	e.g. 12
%tenancy_termType%	e.g. Months
%tenancy_termTypeLower%	Term type in lower case
%tenancy_earliestTerminationDate_dmY%	e.g. 13/06/2020

%tenancy_earliestTerminationDate_jFY%	e.g. 30 June 2020
%tenancy_earliestTerminationDate_jSFY%	e.g. 30th June 2020
%tenancy_earliestTerminationDate_IdSFY%	e.g. Monday 15th June 2020
%tenancy_sendTenancyRenewal_dmY%	e.g. 13/06/2020
%tenancy_sendTenancyRenewal_jFY%	e.g. 30 June 2020
%tenancy_sendTenancyRenewal_jSFY%	e.g. 30th June 2020
%tenancy_sendTenancyRenewal_IdSFY%	e.g. Monday 15th June 2020
%tenancy_tenantsNamesBR%	Lists all potential tenant's names BR'd
%tenancy_tenantsNamesCOM%	Lists all potential tenant's names comma separated e.g. 'Tenant 1, Tenant 2, Tenant 3'
%tenancy_tenantsNamesAND%	Lists all potential tenant's names comma separated with a final 'and' e.g. 'Tenant 1, Tenant 2 and Tenant 3'
%tenancy_leaseType%	The lease type that has been set in Jupix for the tenancy
%tenancy_referenceNumber%	System generated unique reference number relating to the tenancy in Jupix
%tenancy_proposedRent%	Proposed rental amount in a numeral format

%tenancy_proposedRentText%	Proposed rental amount in a word format
%tenancy_proposedRentLabel%	Displays field name and value in numerals in field in Jupix
%tenancy_proposedRentTextLabel%	Displays field name and value in text in field in Jupix
%tenancy_proposedRentBR%	Proposed rental in a numeral format followed by a line break
%tenancy_proposedRentTextBR%	Proposed rental amount in a word format followed by a line break
%tenancy_proposedRentLabelBR%	Displays field name and value in numerals in field in Jupix followed by line break
%tenancy_proposedRentTextLabelBR%	Displays field name and value in text in field in Jupix followed by line break
%tenancy_proposedRentCOM%	Proposed rental amount in a numeral format followed by a comma
%tenancy_proposedRentTextCOM%	Proposed rental amount in a word format followed by a comma
%tenancy_proposedRentLabelCOM%	Displays field name and value in numerals in field in Jupix followed by a comma
%tenancy_proposedRentTextLabelCOM%	Displays field name and value in text in field in Jupix followed by a comma
%tenancy_proposedRentBullet%	Proposed rental amount in a numeral format laid out in bullet point format
%tenancy_proposedRentTextBullet%	Proposed rental amount in a word format laid out in bullet point format
%tenancy_proposedRentLabelBullet%	Displays field name and value in numerals in field in Jupix laid out in bullet point format
%tenancy_proposedRentTextLabelBullet%	Displays field name and value in text in field in Jupix laid out in bullet point format
%tenancy_proposedRentFrequency%	The proposed frequency of the rent set in Jupix, 4 weeks, monthly, etc.
%tenancy_rent%	Rental amount in a numeral format
%tenancy_rentText%	Rental amount in a word format
%tenancy_rentLabel%	Displays field name and value in numerals in field in Jupix

%tenancy_rentTextLabel%	Displays field name and value in text in field in Jupix
%tenancy_rentBR%	Rental amount in a numeral format followed by a line break
%tenancy_rentTextBR%	Rental amount in a word format followed by a line break
%tenancy_rentLabelBR%	Displays field name and value in numerals in field in Jupix followed by line break
%tenancy_rentTextLabelBR%	Displays field name and value in text in field in Jupix followed by line break
%tenancy_rentCOM%	Rental amount in a numeral format followed by a comma
%tenancy_rentTextCOM%	Rental amount in a word format followed by a comma

%tenancy_rentLabelCOM%	Displays field name and value in numerals in field in Jupix followed by a comma
%tenancy_rentTextLabelCOM%	Displays field name and value in text in field in Jupix followed by a comma
%tenancy_rentBullet%	Rental amount in a numeral format laid out in bullet point format
%tenancy_rentTextBullet%	Rental amount in a word format laid out in bullet point format
%tenancy_rentLabelBullet%	Displays field name and value in numerals in field in Jupix laid out in bullet point format
%tenancy_rentTextLabelBullet%	Displays field name and value in text in field in Jupix laid out in bullet point format
%tenancy_rentPaidBy%	Who the rent was paid by recorded within Jupix
%tenancy_rentPaymentDueDay%	e.g. 12 th
%tenancy_rentFrequency%	The frequency of the rent set in Jupix, 4 weeks, monthly, etc.
%tenancy_rentPerTenant%	Rent amount divided by number of tenants in numeric format
%tenancy_rentPerTenantText%	Rent amount divided by number of tenants in text format

%tenancy_depositAmount%	Deposit amount set in Jupix displayed in numerals
%tenancy_depositAmountText%	Deposit amount set in Jupix displayed in Words
%tenancy_depositPaidBy%	Who the deposit was paid by recorded within Jupix
%tenancy_managementType%	Management type selected within Jupix. E.G Managed, Let Only, Rent Collection
%tenancy_managementFee%	Amount of management fee in put into Jupix for the tenancy
%tenancy_managementFeeType%	Displays management type set in Jupix e.g. Percent or Fixed
%tenancy_maintenanceBudget%	Maintenance budget set within Jupix
%tenancy_maintenanceThreshold%	Maintenance threshold set within Jupix
%tenancy_firstRentDue_dmY%	e.g. 13/06/2020
%tenancy_firstRentDue_jFY%	e.g. 30 June 2020
%tenancy_firstRentDue_jSFY%	e.g. 30th June 2020
%tenancy_nextRentDue_IdSFY%	e.g. Monday 15th June 2020
%tenancy_nextRentDue_dmY%	e.g. 13/06/2020
%tenancy_nextRentDue_jFY%	e.g. 30 June 2020
%tenancy_nextRentDue_jSFY%	e.g. 30th June 2020
%tenancy_nextRentDue_IdSFY%	e.g. Monday 15th June 2020
%tenancy_firstRent%	First rental amount in a numeral format
%tenancy_firstRentText%	First rental amount in a word format
%tenancy_firstRentLabel%	Displays field name and value in numerals in field in Jupix

%tenancy_firstRentTextLabel%	Displays field name and value in text in field in Jupix
%tenancy_firstRentBR%	First rental amount in a numeral format followed by a line break
%tenancy_firstRentTextBR%	First rental amount in a word format followed by a line break
%tenancy_firstRentLabelBR%	Rental amount in a word format followed by a line break
%tenancy_firstRentTextLabelBR%	Displays field name and value in numerals in field in Jupix followed by line break
%tenancy_firstRentCOM%	First rental amount in a numeral format followed by a comma
%tenancy_firstRentTextCOM%	First rental amount in a word format followed by a comma
%tenancy_firstRentLabelCOM%	Displays field name and value in numerals in field in Jupix followed by a comma

%tenancy_firstRentTextLabelCOM%	Displays field name and value in text in field in Jupix followed by a comma
%tenancy_firstRentBullet%	First rental amount in a numeral format laid out in bullet point format
%tenancy_firstRentTextBullet%	First rental amount in a word format laid out in bullet point format
%tenancy_firstRentLabelBullet%	Displays field name and value in numerals in field in Jupix laid out in bullet point format
%tenancy_firstRentTextLabelBullet%	Displays field name and value in text in field in Jupix laid out in bullet point format
%tenancy_firstRentDate_dmY%	e.g. 13/06/2020
%tenancy_firstRentDate_jFY%	e.g. 30 June 2020
%tenancy_firstRentDate_jSFY%	e.g. 30th June 2020
%tenancy_firstRentDate_IdSFY%	e.g. Monday 15th June 2020
%tenancy_moveInElectricityReading%	Reading of electric meter recorded within Jupix for the move in

%tenancy_moveInElectricityDate_dmY%	e.g. 13/06/2020
%tenancy_moveInElectricityDate_jFY%	e.g. 30 June 2020
%tenancy_moveInElectricityDate_jSFY%	e.g. 30th June 2020
%tenancy_moveInElectricityDate_ldSFY%	e.g. Monday 15th June 2020
%tenancy_moveInGasReading%	Reading of gas meter recorded within Jupix for the move in
%tenancy_moveInGasDate_dmY%	e.g. 13/06/2020
%tenancy_moveInGasDate_jFY%	e.g. 30 June 2020
%tenancy_moveInGasDate_jSFY%	e.g. 30th June 2020
%tenancy_moveInGasDate_ldSFY%	e.g. Monday 15th June 2020
%tenancy_moveInWaterReading%	Reading of water meter recorded within Jupix for the move in
%tenancy_moveInWaterDate_dmY%	e.g. 13/06/2020
%tenancy_moveInWaterDate_jFY%	e.g. 30 June 2020
%tenancy_moveInWaterDate_jSFY%	e.g. 30th June 2020
%tenancy_moveInWaterDate_ldSFY%	e.g. Monday 15th June 2020
%tenancy_moveOutElectricityReading%	Reading of electric meter recorded within Jupix for the move out
%tenancy_moveOutElectricityDate_dmY%	e.g. 13/06/2020
%tenancy_moveOutElectricityDate_jFY%	e.g. 30 June 2020
%tenancy_moveOutElectricityDate_jSFY%	e.g. 30th June 2020
%tenancy_moveOutElectricityDate_ldSFY%	e.g. Monday 15th June 2020

%tenancy_moveOutGasReading%	Reading of gas meter recorded within Jupix for the move out
%tenancy_moveOutGasDate_dmY%	e.g. 13/06/2020
%tenancy_moveOutGasDate_jFY%	e.g. 30 June 2020
%tenancy_moveOutGasDate_jSFY%	e.g. 30th June 2020
%tenancy_moveOutGasDate_ldSFY%	e.g. Monday 15th June 2020
%tenancy_moveOutWaterReading%	Reading of water meter recorded within Jupix for the move out
%tenancy_moveOutWaterDate_dmY%	e.g. 13/06/2020

%tenancy_moveOutWaterDate_jFY%	e.g. 30 June 2020
%tenancy_moveOutWaterDate_jSFY%	e.g. 30th June 2020
%tenancy_moveOutWaterDate_ldSFY%	e.g. Monday 15th June 2020
%tenancy_standingOrderStartDate_dmY%	e.g. 13/06/2020
%tenancy_standingOrderStartDate_jFY%	e.g. 30 June 2020
%tenancy_standingOrderStartDate_jSFY%	e.g. 30th June 2020
%tenancy_standingOrderStartDate_ldSFY%	e.g. Monday 15th June 2020
%<P>BankAccount_branch%	Bank account branch name (replace <P> with either 'landlord' or 'tenant')
%tenancy_tenantRentOverduePhrase%	
%tenancy_tenantRentOverdueDays%	

%tenancy_tenantRentOverdueAmount%	
%tenancy_tenantRentOverdueAmountOnly%	
%tenancy_tenantRentOverdueEarliestDueDate_d mY %	
%tenancy_tenantRentOverdueEarliestDueDate_ jFY %	
%tenancy_tenantRentOverdueEarliestDueDate_ SFY %	
%tenancy_tenantRentOverdueEarliestDueDate_ dSF Y%	
%tenancy_tenantRentOverdueNextRentDueDate _d mY%	
%tenancy_tenantRentOverdueNextRentDueDate _jF Y%	
%tenancy_tenantRentOverdueNextRentDueDate _jS FY%	
%tenancy_tenantRentOverdueNextRentDueDate _ld SFY%	
%tenancy_status%	
%tenancy_PermittedOccupiers%	

%tenancy_tenantName_X%	Tenant name (replace X with number)
%tenancy_tenantEmail_X%	Tenant name (replace X with number)

%tenancy_tenantContactNumber_X%	Tenant name (replace X with number)
%tenancy_proposedRentPerTenant%	
%tenancy_proposedRentPerTenantText%	
Tenant Tags	
Tag	Notes
%tenancy_tenantReferenceNumber%	System generated reference number that is not displayed anywhere in the system (mainly for JH SO Forms)
Potential Tenant Employment Details Tags	
Tag	Notes
%potentialTenant_companyName%	Company name of employer listed for potential tenant in Jupix
%potentialTenant_yearsWithCompany%	Number of years of employment with employer listed in Jupix
Bank Account Tags	
Tag	Notes
%<P>BankAccount_bankAccountDescription%	Description of bank account from Jupix
%<P>BankAccount_bankName%	Bank name E.G Natwest from Jupix
%<P>BankAccount_branch%	Branch associated with bank from Jupix
%<P>BankAccount_sortCode%	Bank sort code from Jupix

%<P>BankAccount_accountInTheNameOf%	The name on the account from Jupix
%<P>BankAccount_accountNumber%	Bank account number from Jupix
%<P>BankAccount_fullAddress%	Banks full postal address from Jupix
%<P>BankAccount_addressName%	Name of the banks address from Jupix
%<P>BankAccount_addressNumberStreet%	Property address number and street from Jupix
%<P>BankAccount_address2%	Address line 2 from the bank address on JUPIX (area of town or village)
%<P>BankAccount_address3%	Address line 3 from the bank property address on JUPIX (town)
%<P>BankAccount_address4%	Address line 4 from the bank address on JUPIX (county)
%<P>BankAccount_addressPostcode%	Postcode from the bank address on JUPIX
For all the above tags replace <P> with either	
For all the above address tags add 'BR' or 'COM'	
%statementNumber%	The statement number for a generated statement (Workflow templates).
%dateCreated%	The date the above statement was made.

Commercial Tags	
Tag	Notes
%full_location%	Location
%full_description%	Description

%full_accommodation%	Accommodation
%full_services%	Services
%full_terms%	Terms
%full_rates%	Rates
%full_vat%	VAT
%full_legalCosts%	Legal costs
%full_viewing%	Viewings
%property_directions%	Directions
%date_jSFY%	Date particulars prepared
%full_planning%	Planning
%full_serviceCharge%	Service charge
%portfolio_portfolioDescription%	
%portfolio_propertyReferencesCOMa%	
%portfolio_propertyReferencesBR%	
%floorAreaRequired%	Commercial applicant requirement
%minimumFloorArea%	Commercial applicant requirement
%minimumFloorAreaUnits%	Commercial applicant requirement
%minimumFloorAreaSqFt%	Commercial applicant requirement