eSignature Tags	
Tag	**Notes**
%esign_signature_tenant1%	You can increase the number at the end of these tags if you require the signature of more than 2 tenants and/or owners on a document - you'll just need to ensure you have the same number of merge tags as you do tenants and owners who need to sign. (The number of the tenant/owner will be determined by the order in which they are shown at the Preparation Stage when you tick to include them in the *E-Sign* process)
%esign_signature_tenant2%	
%esign_signature_owner1%	
%esign_signature_owner2%	
%esign_signature_all%	Use this tag if all signees will sign in the same place. This tag inserts a signable field into the document for each party attached to the contract. Each party will then get prompted to enter their signature when signing the document and each signature image will display stacked on top of one another.
%esign_signature_owners%	These tags work similarly to *%esign_signature_all%*, but only insert signature fields for either all owners or all tenants, allowing you to keep them separated on the template.
%esign_signature_tenants%	
Terminating an APT Tags	
Tag	**Notes**
%tenancy_tenantTermination_proposedEndDate_{dateFormat}%	
%tenancy_tenantTermination_noticeReceivedDate_{dateFormat}%	
%tenancy_tenantTermination_acknowledgementSentDate_{dateFormat}%	

%tenancy_tenantTermination_landlordNotificationSentDate_{dateFormat}%	
%tenancy_tenantTermination_landlordDecisionReceivedDate_{dateFormat}%	
%tenancy_tenantTermination_tenantNotes%	
%tenancy_tenantTermination_landlordDecision%	
%tenancy_tenantTermination_landlordNotes%	
Rent Review Tags	
Tag	**Notes**
%tenancy_nextRentReviewDate_{dateFormat}%	New Next Rent Review Date Field Merge Tag.
Status - %rentReview_status%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
From Rent - %rentReview_currentRent%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
From Rent - %rentReview_currentRent_{format}%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
From Rent - %rentReview_currentRentFrequency%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
From Rent - %rentReview_currentRentPerTenant%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
Proposed Rent - %rentReview_proposedRent%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
Proposed Rent - %rentReview_proposedRent_{format}%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
Proposed Rent - %rentReview_proposedRentFrequency%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
Proposed Rent - %rentReview_proposedRentPerTenant%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
Dates - %rentReview_proposed_effective_date_{dateFormat}%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.

Dates - %rentReview_landlord_notified_date_{dateFormat}%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
Dates - %rentReview_tenant_notified_date_{dateFormat}%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
Dates - %rentReview_s13_served_date_{dateFormat}%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
Dates - %rentReview_ftt_challenge_date_{dateFormat}%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
Dates - %rentReview_ftt_decision_date_{dateFormat}%	New Rent Review Merge Tag - Used in Document Templates on Rent Reviews.
Core Property Tags	
Tag	**Notes**
%rePropertyAddress%	The full address will be displayed on one line with commas on each part of the address. (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)
%fullPropertyAddress%	The full address will be displayed with each part of the address on a new line. (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)
%property_addressHouseName%	House name from the property address on Jupix. (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)
%property_addressNumberStreet%	Number and street from the property address on Jupix. (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)
%property_addressStreet%	Street from the property address on Jupix. (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)
%property_address2%	Address line 2 from the property address on Jupix (area of town or village) (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)

%property_address3%	Address line 3 from the property address on Jupix (town) (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)
%property_address4%	Address line 4 from the property address on Jupix (county) (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)
%property_address3or2%	Address3 unless blank, in which case print address2. (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)
%property_address2or3%	Address2 unless blank, in which case print address3. (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)
%propertyRegion%	Match area of property (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)
%property_addressPostcode%	Postcode from the property address on Jupix. (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)
%property_display_address%	Display address from the property details on Jupix. (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)
%property_country%	Country from the property address on Jupix. (Add 'BR', 'COM' or 'UC' before the end percent sign for a conditional line break, comma, or to output in uppercase respectively, if required)
%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%	From property record.
%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%	Format of: 3 bedrooms or 1 bedroom.
%bedroomsTextPostLabel%	Format of: 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 13/06/2026.
%propertyCreatedDate_jFY%	Date the property was created in the format 30 June 2026.
%propertyCreatedDate_idSFY%	Date the property was created in the format Monday 15th June 2026.
%propertyUpdatedDate_dmY%	Date the property was updated in the format 13/06/2026.

%propertyUpdatedDate_jFY%	Date the property was updated in the format 30 June 2026.
%propertyUpdatedDate_ldSFY%	Date the property was updated in the format Monday 15th June 2026.
%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.
%priceRange%	Price range in numbers (including £ symbol)
%priceRangeText%	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. 13/06/2026.
%eventStartDate_jFY%	e.g. 30 June 2026.
%eventStartDate_jSFY%	e.g. 30th June 2026.
%eventStartDate_ldSFY%	eg. Monday 15th June 2026.

%eventStartTime_Hi%	24 hour - 18:32.
%eventStartTime_hia%	12 hour - 08:32am.
%eventEndDate_dmY%	e.g. 13/06/2026.
%eventEndDate_jFY%	e.g. 30 June 2026.
%eventEndDate_jSFY%	e.g. 30th June 2026.
%eventEndDate_ldSFY%	e.g. Monday 15th June 2026.
%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. 13/06/2026.
%offerDate_jFY%	e.g. 30 June 2026.
%offerDate_jSFY%	e.g. 30th June 2026.
%offerDate_ldSFY%	e.g. Monday 15th June 2026.
%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. 13/06/2026.
%saleDate_jFY%	e.g. 30 June 2026.
%saleDate_jSFY%	e.g. 30th June 2026.
%saleDate_ldSFY%	e.g. Monday 15th June 2026.
%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_ldSFY%	Desired completion date e.g. Monday 15th June 2026.
%exchangeDate_ldSFY%	Exchange date e.g. Monday 15th June 2026.
%contractedCompletionDate_jSFY%	Contracted completion date e.g. Monday 15th June 2026.
%completionDate_ldSFY%	Completion date e.g. Monday 15th June 2026.
%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. (This does not include the contacts name) (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_title%	Persons title set in Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_forename%	Persons forename set in Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_surname%	Persons surname in Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)

%P_addressee%	Details set on the persons record as the Addressee field E.G Mr J Jones, Mr Jones etc. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_dear%	Details set on the persons record as the Dear field, E.G Mr Jones, John etc. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_company_name%	Company name associated with person in Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_company_branch%	Company branch associated with person in Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_addressHouseName%	House name from the persons address on Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)

%P_addressNumber%	Number and street from the persons address on Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_addressNumberStreet%	Street from the persons address on Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_address2%	Address line 2 from the persons address on Jupix (area of town or village) (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_address3%	Address line 3 from the persons address on Jupix (town) (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_address4%	Address line 4 from the persons address on Jupix (county)

	(Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_addressPostcode%	Postcode from the persons address on Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_contact_type_1%	Type of contact number 1 listed in Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_contact_number_1%	Contact number 1 listed in Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_contact_type_2%	Type of contact number 2 listed in Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_contact_number_2%	Contact number 2 listed in Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_contact_type_3%	Type of contact number 3 listed in Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_contact_number_3%	Contact number 3 listed in Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_fax_number%	Fax number listed in Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)
%P_email_address%	Email address(s) listed in Jupix. (Replace 'P' for applicant, owner, contact, ownerSolicitor, applicantSolicitor, contractor, tenant, electricitySupplier, gasSupplier, or waterSupplier, if required)

%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	
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	
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%	(Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)
%office_addressNumberStreet%	
%office_address2%	
%office_address3%	
%office_address4%	
%office_addressPostcode%	
%office_contactNumber_rs%	Office contact number for Residential Sales.
%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 email address 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. 13/06/2026.
%date_jFY%	e.g. 30 June 2026.
%date_jSFY%	e.g. 30th June 2026.
%date_ldSFY%	e.g. Monday 15th June 2026.
%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. 13/06/2026.

%maintenanceJob_dateReported_jFY%	e.g. 30 June 2026.
%maintenanceJob_dateReported_jSFY%	e.g. 30th June 2026.
%maintenanceJob_dateReported_ldSFY%	e.g. Monday 15th June 2026.
%maintenanceJob_reportedBy%	Who the maintenance job has been reported by set within Jupix.
%maintenanceJob_dateScheduled_dmY%	e.g. 13/06/2026.
%maintenanceJob_dateScheduled_jFY%	e.g. 30 June 2026.
%maintenanceJob_dateScheduled_jSFY%	e.g. 30th June 2026.
%maintenanceJob_dateScheduled_ldSFY%	e.g. Monday 15th June 2026.

%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. 13/06/2026.
%maintenanceJob_dateCompleted_jFY%	e.g. 30 June 2026.
%maintenanceJob_dateCompleted_jSFY%	e.g. 30th June 2026.
%maintenanceJob_dateCompleted_ldSFY%	e.g. Monday 15th June 2026.
%maintenanceJob_dateInvoicePaid_dmY%	e.g. 13/06/2026.
%maintenanceJob_dateInvoicePaid_jFY%	e.g. 30 June 2026.

%maintenanceJob_dateInvoicePaid_jSFY%	e.g. 30th June 2026.
%maintenanceJob_dateInvoicePaid_ldSFY%	e.g. Monday 15th June 2026.
%maintenanceJob_actualCost%	The actual cost of the maintenance job set in Jupix.
%maintenanceJob_dateInvoiceReceived_dmY%	e.g. 13/06/2026.
%maintenanceJob_dateInvoiceReceived_jFY%	e.g. 30 June 2026.
%maintenanceJob_dateInvoiceReceived_jSFY%	e.g. 30th June 2026.
%maintenanceJob_dateInvoiceReceived_ldSFY%	e.g. Monday 15th June 2026.
%maintenanceJob_datePaymentDue_dmY%	e.g. 13/06/2026.
%maintenanceJob_datePaymentDue_jFY%	e.g. 30 June 2026.
%maintenanceJob_datePaymentDue_jSFY%	e.g. 30th June 2026.
%maintenanceJob_datePaymentDue_ldSFY%	e.g. Monday 15th June 2026.
%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. 13/06/2026.
%tenancy_startDate_jFY%	e.g. 30 June 2026.
%tenancy_startDate_jSFY%	e.g. 30th June 2026.
%tenancy_startDate_ldSFY%	e.g. Monday 15th June 2026.

%tenancy_endDate_dmY%	e.g. 13/06/2026.
%tenancy_endDate_jFY%	e.g. 30 June 2026.
%tenancy_endDate_jSFY%	e.g. 30th June 2026.
%tenancy_endDate_ldSFY%	e.g. Monday 15th June 2026.
%tenancy_term%	e.g. 12.
%tenancy_termType%	e.g. Months.
%tenancy_termTypeLower%	Term type in lower case.
%tenancy_earliestTerminationDate_dmY%	e.g. 13/06/2026.

%tenancy_earliestTerminationDate_jFY%	e.g. 30 June 2026.
%tenancy_earliestTerminationDate_jSFY%	e.g. 30th June 2026.
%tenancy_earliestTerminationDate_ldSFY%	e.g. Monday 15th June 2026.
%tenancy_sendTenancyRenewal_dmY%	e.g. 13/06/2026.
%tenancy_sendTenancyRenewal_jFY%	e.g. 30 June 2026.
%tenancy_sendTenancyRenewal_jSFY%	e.g. 30th June 2026.
%tenancy_sendTenancyRenewal_ldSFY%	e.g. Monday 15th June 2026.
%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. 12th.
%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 input 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. 13/06/2026.
%tenancy_firstRentDue_jFY%	e.g. 30 June 2026.
%tenancy_firstRentDue_jSFY%	e.g. 30th June 2026.
%tenancy_nextRentDue_ldSFY%	e.g. Monday 15th June 2026.
%tenancy_nextRentDue_dmY%	e.g. 13/06/2026.
%tenancy_nextRentDue_jFY%	e.g. 30 June 2026.
%tenancy_nextRentDue_jSFY%	e.g. 30th June 2026.
%tenancy_nextRentDue_ldSFY%	e.g. Monday 15th June 2026.
%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. 13/06/2026.
%tenancy_firstRentDate_jFY%	e.g. 30 June 2026.
%tenancy_firstRentDate_jSFY%	e.g. 30th June 2026.
%tenancy_firstRentDate_ldSFY%	e.g. Monday 15th June 2026.
%tenancy_moveInElectricityReading%	Reading of electric meter recorded within Jupix for the move in.

%tenancy_moveInElectricityDate_dmY%	e.g. 13/06/2026.
%tenancy_moveInElectricityDate_jFY%	e.g. 30 June 2026.
%tenancy_moveInElectricityDate_jSFY%	e.g. 30th June 2026.
%tenancy_moveInElectricityDate_ldSFY%	e.g. Monday 15th June 2026.
%tenancy_moveInGasReading%	Reading of gas meter recorded within Jupix for the move in.
%tenancy_moveInGasDate_dmY%	e.g. 13/06/2026.
%tenancy_moveInGasDate_jFY%	e.g. 30 June 2026.
%tenancy_moveInGasDate_jSFY%	e.g. 30th June 2026.
%tenancy_moveInGasDate_ldSFY%	e.g. Monday 15th June 2026.
%tenancy_moveInWaterReading%	Reading of water meter recorded within Jupix for the move in.
%tenancy_moveInWaterDate_dmY%	e.g. 13/06/2026.
%tenancy_moveInWaterDate_jFY%	e.g. 30 June 2026.
%tenancy_moveInWaterDate_jSFY%	e.g. 30th June 2026.
%tenancy_moveInWaterDate_ldSFY%	e.g. Monday 15th June 2026.
%tenancy_moveOutElectricityReading%	Reading of electric meter recorded within Jupix for the move out.
%tenancy_moveOutElectricityDate_dmY%	e.g. 13/06/2026.
%tenancy_moveOutElectricityDate_jFY%	e.g. 30 June 2026.
%tenancy_moveOutElectricityDate_jSFY%	e.g. 30th June 2026.
%tenancy_moveOutElectricityDate_ldSFY%	e.g. Monday 15th June 2026.

%tenancy_moveOutGasReading%	Reading of gas meter recorded within Jupix for the move out.
%tenancy_moveOutGasDate_dmY%	e.g. 13/06/2026.
%tenancy_moveOutGasDate_jFY%	e.g. 30 June 2026.
%tenancy_moveOutGasDate_jSFY%	e.g. 30th June 2026.
%tenancy_moveOutGasDate_ldSFY%	e.g. Monday 15th June 2026.
%tenancy_moveOutWaterReading%	Reading of water meter recorded within Jupix for the move out.
%tenancy_moveOutWaterDate_dmY%	e.g. 13/06/2026.

%tenancy_moveOutWaterDate_jFY%	e.g. 30 June 2026.
%tenancy_moveOutWaterDate_jSFY%	e.g. 30th June 2026.
%tenancy_moveOutWaterDate_ldSFY%	e.g. Monday 15th June 2026.
%tenancy_standingOrderStartDate_dmY%	e.g. 13/06/2026.
%tenancy_standingOrderStartDate_jFY%	e.g. 30 June 2026.
%tenancy_standingOrderStartDate_jSFY%	e.g. 30th June 2026.
%tenancy_standingOrderStartDate_ldSFY%	e.g. Monday 15th June 2026.
%tenancy_tenantRentOverduePhrase%	
%tenancy_tenantRentOverdueDays%	
%tenancy_tenantRentOverdueAmount%	
%tenancy_tenantRentOverdueAmountOnly%	

%tenancy_tenantRentOverdueEarliestDueDate_dmY %	
%tenancy_tenantRentOverdueEarliestDueDate_jFY %	
%tenancy_tenantRentOverdueEarliestDueDate_jSFY %	
%tenancy_tenantRentOverdueEarliestDueDate_ldSF 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 (replace 'P' for landlord or tenant. Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)
%<P>BankAccount_bankName%	Bank name E.G Natwest from Jupix (replace 'P' for landlord or tenant. Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)
%<P>BankAccount_branch%	Branch associated with bank from Jupix (replace 'P' for landlord or tenant. Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)
%<P>BankAccount_sortCode%	Bank sort code from Jupix (replace 'P' for landlord or tenant. Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)
%<P>BankAccount_accountInTheNameOf%	The name on the account from Jupix (replace 'P' for landlord or tenant. Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)

%<P>BankAccount_accountNumber%	Bank account number from Jupix (replace 'P' for landlord or tenant. Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)
%<P>BankAccount_fullAddress%	Banks full postal address from Jupix (replace 'P' for landlord or tenant. Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)
%<P>BankAccount_addressName%	Name of the banks address from Jupix (replace 'P' for landlord or tenant. Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)
%<P>BankAccount_addressNumberStreet%	Property address number and street from Jupix (replace 'P' for landlord or tenant. Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)
%<P>BankAccount_address2%	Address line 2 from the bank address on Jupix (area of town or village) (replace 'P' for landlord or tenant. Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)
%<P>BankAccount_address3%	Address line 3 from the bank property address on Jupix (town) (replace 'P' for landlord or tenant. Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)
%<P>BankAccount_address4%	Address line 4 from the bank address on Jupix (county) (replace 'P' for landlord or tenant. Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)
%<P>BankAccount_addressPostcode%	Postcode from the bank address on Jupix (replace 'P' for landlord or tenant. Add 'BR' or 'COM' before the end percent sign for a conditional line break, or, comma, if required)
%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.