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Receipt For Holding Deposit

Today's date

Landlord

Tenancy Start Date

Total To Pay on Start Date

Property

Prospective Tenant(s)

Tenancy Term

Balance Due on Start Date

This is to acknowledge the Landlord's receipt of a holding deposit from the Tenant of one week's rent totaling £ .

The Landlord agrees:

1. To accept the holding deposit as an expression of the Tenant's intent to take up a tenancy on the Tenancy Start Date for the Tenancy Term at the Property
2. To refund the deposit in full if all references are satisfactory and the Landlord decides not to offer a tenancy to the tenant(s)

The Prospective Tenant(s) agrees:

3. To pay a fee of £ per applicant (for referencing & admin charges).
4. That the Landlord offers the Tenancy subject to receiving satisfactory references prior to the Tenancy Start Date, and that no verbal or written contract is in effect between Landlord and Tenant until the actual tenancy agreement has been signed by both parties.
6. To forfeit the holding deposit should the Tenant decide not to proceed with the tenancy on the specified Tenancy Start Date for the specified Tenancy Term at the Property address given at the top of this page.
7. To forfeit the holding deposit and the Tenancy, if required documents (ID, Previous Landlord's Reference, Current Employer's Reference, 3 months Bank Statement) are not received for each named tenant by ____ / ____ / ____
8. To forfeit the holding deposit and the Tenancy, if one month's rent deposit and one month's advance rent is not paid on the Tenancy Start Date
9. To forfeit the holding deposit if details given on the Tenant application form are found to be inaccurate or untrue

IF THERE IS ANYTHING ABOUT WHICH YOU ARE UNSURE YOU SHOULD SEEK INDEPENDENT LEGAL ADVICE FROM A SOLICITOR OR CITIZENS ADVICE BUREAU.

SIGNED (the Landlord)

SIGNED (the Prospective Tenant)