

## Holding Deposit Form & Receipt

*Do not pay the holding deposit or sign unless you are certain that you wish to rent the accommodation.*

The Holding Deposit is only refundable in the following Circumstances:

- A. If the offer is not accepted by the landlord the holding deposit will be refunded in full.
- B. If the prospective tenant withdraws the offer or provides false or misleading statements and the landlord is unable to let the property by the agreed date, a charge will be payable to cover reasonable time and expenses up to a maximum of the holding deposit paid.

**Upon receipt of the sum of £\_\_\_\_\_ by cash / bank transfer / Card payment,  
The property mentioned below will be suspended from the letting market subject to approval of  
references and let subject to satisfactory references and contract on the terms listed below:**

<b>Name/s:</b>	
<b>Contact Number/s:</b>	
<b>Email Address/s:</b>	
<b>Property Reserved:</b>	
<b>Proposed Start date:</b>	
<b>Rent PCM:</b>	
<b>Term of tenancy:</b>	

**The Following must be paid in full, in cleared funds, before tenancy starts**

Month Rent in advance:	
Deposit:	
Referencing & admin Fee:	
<b>Total Due:</b>	
Minus holding deposit:	
<b>Total Due upon move in:</b>	

I hereby acknowledge the receipt of £\_\_\_\_\_

Date \_\_\_\_\_

SIGNED \_\_\_\_\_ On behalf of the landlord

I/We hereby confirm that I/We act for all applicants jointly and severally and confirm the terms as above and payment of the above Holding Deposit. I/We understand that if I/We withdraw the proposed for any reason the said Holding Deposit will be forfeited.

SIGNED \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

For & on behalf of prospective tenan

Cityhomes Lettings

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