



Holding Deposit Schedule

Property: _____

Monthly Rent: _____

Holding Deposit Amount: _____

A holding deposit of one week rent is required prior to commencing the full referencing / credit checks of all parties wishing to proceed with the above named property.

A holding deposit does not constitute the offer of acceptance of a tenancy until such time as Successful referencing is completed and the tenancy agreement is signed and executed by both Parties.

Schedule 2 of the Tenants Fees Bill 2019 – Treatment of holding deposit – governs how we Deal with your holding deposit. This schedule applies where a holding deposit is paid to a Landlord Or Letting Agent in respect of a proposed tenancy of housing in England. In this schedule, “the deadline for agreement” means the fifteenth day of the period beginning with the day on which the Landlord or Letting Agent receives the holding deposit. If no agreement is made within this timescale then the deposit must be returned to the applicant, unless both parties agree otherwise. If it is decided by the Landlord or Letting Agent not to proceed with the referencing after a holding deposit is paid this fee must be returned by the deadline or not later than 7 days after a decision is made not to proceed.

We may agree with you in writing that a different day is to be the deadline by agreement.

We have agree that upon successful referencing and the acceptance the holding deposit may be retained until the commencement of tenancy and then deducted from the first month’s rent.

This holding deposit can be retained if the applicant(s) provides misleading information, fails the Right to Rent Checks, withdraws from the property or fails to take reasonable steps to enter into a tenancy within the agreed timescale.

I / we confirm that I / we have read and fully understand this document and give my / our permission for Cross Keys Estates to proceed to the referencing stage once I / we have paid the holding deposit.

Applicant Signature: _____ Print Name: _____

Applicant Signature: _____ Print Name: _____

Applicant Signature: _____ Print Name: _____

Applicant Signature: _____ Print Name: _____

Date: _____