



# Easy Lettings - Holding deposit form

Easy Lettings Head Office The Lodge, 37 Hendon Lane, London, N3 1RY

Telephone: 02084580810

rentals@easylettingsltd.com

[www.easylettingsltd.com](http://www.easylettingsltd.com)

## Subject to contract and references

I understand that according to the regulations of the company and within 3 days of paying the holding deposit, I will have to supply all the requested references: 3 month most recent payslip and bank statements, ID, employers and landlord's reference.

We 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 address given below. We will return the deposit in full if all references are satisfactory and the Landlord decides not to offer a tenancy to the tenant.

By signing below, you agree to pay the all admin fees as agreed. The Landlord offers the Tenancy subject to receiving satisfactory references within 3 days of the date below. **No verbal or written contract is in effect between Landlord and Tenant until the actual tenancy agreement has been signed by both parties.** The

holding deposit will be not be refunded 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 below and if a completed 'Tenant Application Form' together with required attachments is not received for each named tenant by \_\_\_/\_\_\_/\_\_\_ and final payment by \_\_\_/\_\_\_/\_\_\_ as cleared funds\*. (\*Cleared funds being either cash, bank transfer as available funds. Note personal cheques are not acceptable.) **False references or any misleading information will cause the entire holding deposit to be forfeited.**

**Upon receipt of £..... by cash or bank transfer the property mentioned below will be held by or on behalf of the landlord as a non refundable holding deposit.**

Term of tenancy .....

Property reserved .....

Name .....

Address .....

.....

Telephone number ..... /...../.....

Email .....

Agreed move in date..... /...../.....

1 Calendar Month Rent: £.....

Deposit against Damages/non Payments: £.....

Reference & Administration Fee: £.....

Less holding deposit received: £.....

Balance Due (to be paid in cash or cleared funds before move in date): £.....

Signed on behalf of Landlord as an acknowledgement of the receipt of

Signed.....Date.....

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 or don't provide references as agreed the Holding Deposit will be forfeited.

Signed (Proposed Tenant) .....

Date .....

For official use only  
Y K R  
S C Z  
O R G

