

REFUNDABLE HOLDING DEPOSIT RECEIPT

Receipt No:

Date:

Received From (Prospective Tenant):

Received By (Landlord/Agent):

Holding Deposit Amount:

Proposed Property Address:

Proposed Lease Start Date:

Monthly Rent Amount:

TERMS & CONDITIONS OF HOLDING DEPOSIT

1. The holding deposit is paid by the prospective tenant to reserve the property listed above while references and background checks are completed.
2. Subject to successful screening and approval, this holding deposit shall be applied towards the security deposit or the first month's rent upon the signing of a formal tenancy agreement.
3. If the landlord/agent decides not to proceed with the tenancy, this holding deposit will be refunded in full to the prospective tenant.
4. If the prospective tenant fails to provide necessary documentation, provides misleading information, or unilaterally decides not to proceed with the tenancy within the agreed timeframe, the holding deposit may be retained by the landlord/agent to cover administrative costs and loss of rent.

Prospective Tenant Signature

Date: _____

Landlord / Agent Signature

Date: _____