

# INTENT TO RENT AGREEMENT

Date:

Property:

I am writing to formally confirm the intent to rent the property located at **the above property** to you under the following agreement.

This is an initial agreement and is subject to the signing of a formal tenancy agreement, which will outline all terms and conditions in detail.

The agreement will be signed by all parties within a joint tenancy to confirm each tenants

Please confirm your acceptance of this intent by signing below and returning a copy of this letter to Thompsons Lettings within 5 days of the date above.

If you have any questions or require further clarification, feel free to contact our office using the email address - [hello@thompsonslettings.co.uk](mailto:hello@thompsonslettings.co.uk)

## TENANCY SUMMARY

Rental Amount (Per Calendar Month):

Holding Deposit:

£100 Per Tenant Per Property to hold the property.

Security (Full) Deposit:

to be held in accordance with the Tenancy Deposit Scheme

Proposed Tenancy Start Date:

Utilities & Responsibilities:

## TERMS & CONDITIONS

### 1. Purpose of This Document

- This summary outlines the main terms that apply to your Intent to Rent Agreement. It is designed to help both the Student and the Landlord understand their obligations before signing a full tenancy agreement.

### 2. Nature of Agreement

- This is not a tenancy agreement.
- It simply records both parties' intention to enter into a tenancy at a later date, once all checks and formalities are completed.
- The property remains available to the Student for a short period while the formal tenancy is being prepared.

### 3. Holding Deposit

- A holding deposit is required to reserve the property.
- This amount will be deducted from the security deposit once the tenancy agreement is signed.
- If the Student decides not to proceed, the holding deposit may be retained by the Landlord, unless there is a valid reason (e.g., the Landlord withdraws).
- If the Landlord decides not to proceed, the holding deposit will be refunded in full.

# INTENT TO RENT AGREEMENT

## 4. Security Deposit

- A security deposit (5 weeks' rent) is payable before moving in.
- It will be protected in an approved tenancy deposit protection scheme in accordance with UK law.
- Deductions may be made at the end of the tenancy for:
  - Unpaid rent or utility bills,
  - Damage to the property, or
  - Breach of tenancy terms.

## 5. Tenant Verification

- The tenant must provide proof of enrollment at a recognized educational institution.
- The Landlord will request a guarantor (such as a parent or sponsor) to ensure rent payments are covered.
- Failure to provide accurate information may result in cancellation of the offer.

## 6. Rent Payments

- Rent must be paid on time and in full, by bank transfer.
- The tenancy agreement will specify the rent due dates and payment frequency.
- Late payments may incur interest or administrative fees as outlined in the tenancy agreement.

## 7. Cancellation Policy

- The Student may cancel before signing the tenancy, but the holding deposit may not be refunded.
- The Landlord may cancel if the tenant fails reference checks or provides false information.
- Once a formal tenancy is signed, standard tenancy laws apply for any early termination.
- If any member of the group withdraws prior to signing the tenancy, the Landlord may:
  - Offer the group an opportunity to find a replacement, or
  - Withdraw the offer entirely and retain the holding deposit (subject to applicable regulations).

## 8. Property Condition

- The property will be provided clean, safe, and in good repair.
- The Student agrees to:
  - Keep the accommodation clean,
  - Avoid damage,
  - Report maintenance issues promptly.
  - Routine inspections may be carried out with prior notice.

## 9. Utilities and Services

- Unless otherwise stated in the tenancy agreement:
  - The Student is responsible for utility bills (gas, electricity, water, Wi-Fi, etc.).
  - The Landlord remains responsible for building maintenance, insurance, and compliance with safety regulations.

## 10. Privacy and Data Protection

- The Student's personal information will be used only for tenancy administration, reference checks, and legal compliance.
- Data will be handled according to the UK Data Protection Act 2018 and GDPR.

## 11. Governing Law

- This Agreement and any related terms are governed by the laws of England and Wales.

## 12. Holding Deposit Deadline for Agreement

- The Holding Deposit is taken in accordance with the Tenant Fees Act 2019.
- The parties agree that the "Deadline for Agreement" shall be **[insert date]**, being a period longer than 15 days from the date the Holding Deposit is paid.
- By signing this agreement, the Applicant confirms their consent to this extended Deadline for Agreement.

If the tenancy agreement is not entered into by this date, the Holding Deposit will be returned within 7 days unless the Landlord is entitled to retain it in accordance with the Tenant Fees Act 2019.

# INTENT TO RENT AGREEMENT

## NEXT STEPS

All tenants must complete the declaration to confirm their intent to rent and agree to the terms outlined. Once this has been completed by all tenants the agreement will be in place.

Please note, failing to provide information for the next stage in the time frame provided may result in a breach of the agreement. Each tenant is responsible for providing their individual information but we do ask for a single payment for any deposits.

### Lead Tenant

We ask that the group agrees who will be the lead tenant, this is the individual who will collect the deposits to then transfer to Thompsons Lettings and will act as the main point of contact throughout the tenancy.

Nominated Lead Tenant:

### 1. Paying Holding Deposit

The nominated lead tenant should collect the full amount as stated in the summary to then transfer to Thompsons Lettings. We should receive one single payment for the property for the group where applicable.

The holding deposit must be paid no later than **[ENTER DATE]**

Payment must be made in cleared funds to:

- Account Name: Thompsons Lettings
- Sort Code: 30-96-17
- Account Number: 11702562

When processing the payment please use reference:

**[ENTER REF]**

### 2. Information Required

We require the information below within 7 days of starting the on-boarding process therefore all the information per person must be received by **[ENTER DATE]**. A separate email will be sent requesting the below information along with instructions.

- Student Applicant Form
- Guarantor Form
- Council Tax Exemption
- Photo ID (Passport or Licence)
- Share code for international students

### 3. Paying Full Deposit

The nominated lead tenant should collect the remaining full deposit (full deposit minus holding deposit) as stated in the summary to then transfer to Thompsons Lettings. We should receive one single payment for the property for the group where applicable. We will include the holding with the remaining full deposit to then protect within the DPS (Deposit Protection Scheme).

The full deposit must be paid on **[ENTER DATE]** and no later than **[+7days ENTER DATE]**

Payment must be made in cleared funds to:

- Account Name: Thompsons Lettings
- Sort Code: 30-96-17
- Account Number: 11702562

When processing the payment please use reference:

**[ENTER REF]**

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## DECLARATION

All parties confirm that the information provided is true and that they intend to enter into a formal tenancy agreement on the terms set out above. Please note without the holding deposit this agreement is not binding.

Signed by the "AGENT" on behalf of the "Landlord"

	Name	Signature	Date
			

Signed by the "TENANT"

	Name	Signature	Date
1			
2			
3			
4			
5			
6			
7			
8			