



# BROCKLESBY ESTATE

## TENANCY DEPOSIT FORM

### Tenancy specific information

(a) Amount of deposit paid.  
(insert amount of deposit paid; in the case of a joint tenancy it should be the total amount paid)

(b) Address of property to which the tenancy relates.  
(Insert address of property including post code)

(c) Name, address and details of Landlord(s)

Name: **The Brocklesby Estate**

Address including postcode:  
**Estate Office,  
Brocklesby Park,  
Lincolnshire,  
DN41 8PN**

Telephone Number: **01469 560214**  
Email address (if any): **office@brocklesby.co.uk**  
Fax Number (if any): **01469 561346**

(d) Name, address and contact details of the Tenant(s) (in the case of joint tenants insert this information for all tenants).

(1) Name:

Address including postcode:

Telephone Number:  
Email address (if any):  
Fax Number (if any):  
Contact address to be used by The Landlord at the end of the tenancy:

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(2) Name:

Address including postcode:

Telephone Number:

Email address (if any):

Fax Number (if any):

Contact address to be used by The Landlord at the end of the tenancy:

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Note: please see Note 3 below regarding the tenant's or lead tenant's responsibility to register their contact address with The DPS and to ensure that address is updated at the end of the tenancy.

(e) Name of Third Party making the payment:

Address including postcode:

Telephone number(s):

Email address(es):

Fax Number(s):

Note: If there are additional third parties, please attach a continuation sheet with the same information for the further third parties.

(f) *Circumstances when all or any part of the deposit may be retained by the Landlord.*  
Refer to Clause F of Tenancy Agreement.

I/We (being the Landlord) certify that –

(i) The information provided is accurate to the best of my/our knowledge and belief information is accurate to the best of the Tenant(s) knowledge and belief

Landlord(s): **Brocklesby Estate**

Signature(s) .....

Dated .....

Tenant(s)

Signature(s) .....

Dated .....

Signature(s) .....

## NOTES

- (1) **A copy of the Deposit Protection Service Terms and Conditions must be attached to this document. It is available to download from [http://www.depositprotection.com/Documents/scheme\\_rules.pdf](http://www.depositprotection.com/Documents/scheme_rules.pdf)**
- (2) The tenant(s) and relevant persons (if any) agree that the lead tenant has been nominated by all the joint tenants and any relevant persons and that the responsibilities of the lead tenant are fully understood by all tenants. The responsibilities are detailed in Section 8 of the attached Terms and Conditions.
- (3) It is the tenant's or lead tenant's (where relevant) responsibility to register their contact address with The DPS and to ensure that address is updated at the end of the tenancy.
- (4) The document is provided by The DPS by way of information only. The DPS accepts no liability for its contents. It is the Landlord(s) responsibility to ensure it is completed accurately, served on the Tenant(s) within 14 days of receipt of the deposit and to give the Tenant(s) an opportunity to check and sign this document.

This information is set out as a general guidance for prospective tenants and does not constitute, nor constitute part of, an offer or contract; all descriptions, dimensions and references given by the Brocklesby Estate should not be relied on as statements of fact.

Dated February 2011