

Tenancy Deposit Documentation Template

1. Property Details

Property Address	_____
Tenancy Start Date	_____
Tenancy End Date	_____
Monthly Rent	_____

2. Parties Involved

Landlord Name	_____
Landlord Contact	_____
Tenant Name	_____
Tenant Contact	_____

3. Deposit Details

Deposit Amount	_____
Date Paid	_____
Method of Payment	_____
Deposit Protection Scheme	_____
Scheme Reference Number	_____

4. Terms of Deposit Return

5. Inventory List

Item	Condition
_____	_____
_____	_____
_____	_____

6. Additional Notes

Landlord Signature

Date

Tenant Signature

Date