

Email to be sent to students whereby we allow for transfer of deposits from 14 June 2020 to 03 Sept 2020. Only to be sent based on agreement by Martin/Jennifer as not to be offered as normal process. All responses should be filed with licences in pdf format as part of agreement with students. Students are unlikely to have fully deposits paid so we need to be careful on accounts

“Given the nature of the current challenging circumstances related to COVID-19 the licensor has agreed that current licensees/ students can use their current security deposit for period ending 14 June 2020 as booking deposits to secure a place next year for period from 03 sept 2020 (i.e. it can be rolled over). **This is a once-off and temporary arrangement based on exceptional circumstances.** Please be aware that any damage to the apartment beyond fair wear and tear during period ending 14 June 2020 will be deducted from overall deposit held. The balance of the deposit held will then be returned to the licensee as per the terms of your new licence for 2020-2021 – namely within 4 weeks of the Checkout Date provided on your new licence agreement and provided that the terms and conditions of this Licence have been complied with in full. If you want to proceed with this offer, please respond via email confirming that **“you instruct us to immediately use your current security deposit at Buckley Hall as your Sept 2020 booking deposit”**. “