

Dear x

We have received your notice below of your intention to vacate Buckley Hall early.

Please note that the licence agreement you have signed runs until **14th June**. If you decide to move out earlier, breaking the agreement early, I regret to inform you that we will be unable to refund your deposit.

Please also note that as we are unable to change your [Licence General Conditions](#) of the licence, **you are still liable for the full licence fee as per your Licence Agreement**. Although, without prejudice to the licensor's rights and in good faith, the licensor (landlord) would be willing to relieve you of the balance of any liability for the licence fee due, based on another suitable student fully taking over the balance of your Licence Term and paying in full the balance of the Licence Fee due.

Based on the notice you have now provided, we will immediately seek to let your bed and will notify you on a successful letting and licence fee received. We strongly recommend you also attempt to find a suitable replacement student, Please note applicants should apply through [our website](#).