



**WPI Holding Fee Agreement**

On \_\_\_\_\_, 20\_\_\_\_\_, WPI Real Estate Services, Inc. (“Agent”) as agent for the owner of \_\_\_\_\_ (“Property”) received the sum of \$\_\_\_\_\_ as a holding fee (“Holding Fee”) from \_\_\_\_\_, hereinafter individually and collectively referred to as “Applicant,” as consideration for Agent’s agreement to place Applicant in first position to lease Property, subject to Agent receiving a fully-completed and signed Rental Application ([www.wpirealestate.com/resource/rental](http://www.wpirealestate.com/resource/rental)), as well as all other necessary application/admin fees and Agent’s requested documentation from Applicant.

**Denial of Application by Agent.** If the Applicant’s Application for Rental is denied, Agent will refund the entire Holding Fee to Applicant.

**Approval of Application by Agent.** If the Applicant’s Rental Application is approved by Agent and Applicant fails to enter into the lease/rental agreement within 3 business days after Agent informing the Tenant said approval by contacting Tenant’s main contact person listed here: Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_, the entire Holding Fee paid by Applicant will be forfeited.

If the Applicant’s Rental Application is approved and Applicant enters into a rental/lease agreement with Agent for Property, Agent will apply Holding Fee towards security deposit.

Applicant understands that the Holding Fee is not a security deposit. If there is inconsistency between the terms of this holding fee agreement and the rental/lease agreement that is signed by both parties, the terms of the rental/lease agreement will control. In the event the Applicant signs a rental/lease agreement and the Property is not available on the beginning date of the rental/lease agreement, the Applicant’s damages shall be limited to the refund of the screening/admin fee, Holding Fee, security deposit and advance payment of rent.

\_\_\_\_\_  
Applicant’s Name (Print)                      Applicant’s Signature                      Telephone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

\_\_\_\_\_  
Applicant’s Name (Print)                      Applicant’s Signature                      Telephone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

