

Holiday let agreement

Sample only, not legal advice. Every let is different: council, nation, tax, type of property. Adapt this agreement to your case and have it checked by a solicitor before you use it.

1. The parties

Host: [full name], [address], [phone], [email]

Guest (lead guest): [full name], [home address], [phone], [email]

2. The property

- Address: [number, street, town, postcode], [flat]
- Description: [one-bedroom flat, kitchen, bathroom, balcony]. The inventory is attached.
- Licence or registration number, where your nation requires one: [number]
- No more than [4] people, children included.
- Pets: [not allowed / allowed if agreed in advance].

3. Dates

- Arrival: [DD/MM/YYYY] from [3 pm]
- Departure: [DD/MM/YYYY] by [11 am]
- This is a holiday let. It gives the guest the right to stay for a holiday only. In England and Wales it is not an assured tenancy (Housing Act 1988, Schedule 1, paragraph 9); in Scotland it is not a private residential tenancy (Private Housing (Tenancies) (Scotland) Act 2016, Schedule 1, paragraph 6).

4. Price and payment

- Total price: £[600], including cleaning, bed linen, towels, utilities and Wi-Fi.
- Visitor levy, if your area charges one: £[amount].
- Booking payment: £[180] when the guest books.
- Balance: £[420] by [date].
- Bank transfer to: [account name], sort code [00-00-00], account [000000000].

5. Damage deposit

- Amount: £[150], paid [with the balance].
- We return it within [7] days of departure, less only the cost of damage the guest has caused, with receipts. Normal wear and tear is not charged.
- Stays of [20] nights or more: electricity and water above [amount per night] are charged by the meter.

6. Cancellation

- Up to [5] days before arrival: free, we refund the booking payment.
- After that: we keep [50] % of the total price. No-show: [90] %.
- If we re-let the nights, we refund what we receive for them.
- Please cancel in writing, for example by email.
- If we cancel, we refund everything straight away.

7. Using the property

- The house rules, sent before booking, are part of this agreement.
- Smoking inside: [not allowed]. Parties: not allowed. No subletting and no extra overnight guests without our consent.
- On arrival, every guest aged 16 or over gives their full name and nationality; guests from abroad also give their passport details and their next address, as the law on guest registers requires.

8. Damage

- Please tell us about any damage straight away. The guest is responsible for damage caused by them or their party.
- Nothing in this agreement limits our liability where the law does not allow it.

9. Final terms

- This agreement is governed by the law of [England and Wales / Scotland / Northern Ireland]. Changes must be in writing.
- Attached: inventory, house rules

Signed on [date]

Host: _____ Guest: _____