

SECURITY DEPOSIT RETURN LETTER

Date: _____

1. LEASE TERMINATION.

Dear _____,

This letter acts both as a security deposit receipt and an itemized list of deductions, if any, regarding your lease terminated on _____ for the property located at _____.

2. REFUND BREAKDOWN.

Original Deposit: \$ _____
Interest Accumulated: \$ _____
Deductions: \$ _____
Description of Deductions:

Total Refund Owed: \$ _____

3. CONTACT.

If you have not done so already, please provide the best address or method to send payment. If you would like to dispute any of the deductions or have questions about the amounts provided, feel free to contact me anytime at the following:

Phone: _____
E-Mail: _____

Sincerely,
