

# Request for Security Deposit Refund

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request the refund of my security deposit for the property at [Rental Property Address], which I vacated on [Date of Move-Out].

As per our rental agreement, I understand that the security deposit, totaling [Amount of Security Deposit], is to be refunded within [Number of Days] days following the termination of the lease, provided there are no damages beyond normal wear and tear.

Upon my move-out, I ensured that the property was cleaned and left in good condition. I have attached photographs and receipts for cleaning to substantiate this. According to my knowledge, there should be no deductions applicable.

I kindly request that you process the refund and send it to my forwarding address provided above. If there are any issues or deductions you wish to discuss, please contact me at your earliest convenience.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]