

# Security Deposit Refund Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Landlord/Property Manager's Name]

[Landlord/Property Management Company]

[Address]

[City, State, Zip Code]

Dear [Landlord/Property Manager's Name],

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

As per our rental agreement, I am expecting to receive the deposit amount of [Deposit Amount] within the stipulated time frame. However, I have yet to receive any communication regarding this matter.

I would appreciate it if you could provide me with an update on the status of the refund and any reasons for any delays, if applicable.

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

Sincerely,

[Your Name]