

Dispute Resolution for Security Deposit Discrepancies

Your Name: [Your Name]

Your Address: [Your Address]

City, State, Zip: [City, State, Zip]

Email: [Your Email]

Phone: [Your Phone Number]

Date: [Date]

Landlord/Property Manager Name: [Landlord's Name]

Landlord/Property Manager Address: [Landlord's Address]

City, State, Zip: [City, State, Zip]

Subject: Security Deposit Discrepancy Resolution

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally address discrepancies I have noted regarding the security deposit refund for my tenancy at [Property Address]. Upon my review of the charges outlined in the itemized statement, I have identified concerns that I believe warrant further discussion and clarification.

Specifically, I would like to dispute the following charges:

- [Description of Charge 1] - [Your Reason]
- [Description of Charge 2] - [Your Reason]
- [Description of Charge 3] - [Your Reason]

In accordance with [State] law and the terms of our lease agreement, I believe a thorough review of these charges is justified. I kindly request a meeting or a written explanation to resolve this matter amicably.

If we are unable to come to a satisfactory resolution by [Proposed Response Date], I may need to consider additional steps to pursue the equitable refund of my security deposit.

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

Sincerely,

[Your Name]