

Security Deposit Refund Request

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email]
[Your 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 located at [Property Address], which I vacated on [Move-Out Date].

During the final inspection conducted on [Inspection Date], I was disappointed to learn that it did not meet satisfactory conditions for a refund of the security deposit. The reasons provided for this decision were [Briefly state the reasons given]. I believe these issues either do not warrant a full withholding of the deposit or were conditions that existed prior to my tenancy.

In accordance with [state law or lease agreement], I would like to request a reevaluation of the charges and a prompt refund of my security deposit of [Amount]. I have attached supporting documentation, including photographs and correspondence regarding the property's condition, for your review.

Please let me know a convenient time to discuss this matter or feel free to send the refund to my address mentioned above.

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

Sincerely,
[Your Name]