

Security Deposit Refund Request

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date: [Insert Date]

Landlord's Name
Landlord's Address
City, State, Zip Code

Dear [Landlord's Name],

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]. As per our rental agreement, I am entitled to the full return of my security deposit amounting to [Deposit Amount].

Itemized Deductions:

- Cleaning Fee: \$[Amount]
- Repair of Damages: \$[Amount]
- Unpaid Rent: \$[Amount]
- Other Charges: \$[Amount]

Total Deductions: \$[Total Amount]

Remaining Deposit: \$[Refund Amount]

According to state law, I expect my remaining security deposit to be returned within [Time Frame]. Please send the refund to my new address listed above. If you have any questions or require further documentation, feel free to contact me.

Thank you for your prompt attention to this matter.

Sincerely,
[Your Name]