

Security Deposit Refund Request

From: [Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

To: [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]. As per our lease agreement, my security deposit of [Amount] was to be refunded within [Number of Days] days after my departure.

Despite my previous communications regarding this matter, I have yet to receive a response from you. It has now been [Number of Days Since Vacating] days since my move-out date, and I have not received my security deposit nor any explanation for the delay.

According to [State's Law/Regulation], landlords are required to return security deposits within a specific timeframe. I kindly ask that you process the refund of my security deposit as soon as possible or provide me with a detailed explanation for the delay.

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

Sincerely,

[Your Name]