

# Security Deposit Policy Reaffirmation

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

We hope this message finds you well. This letter serves to reaffirm the security deposit policy as outlined in your lease agreement dated [Insert Lease Date]. As a reminder, the amount of your security deposit is [Insert Amount] and it is held to cover any potential damages or unpaid rent during the duration of your lease.

According to the terms of the lease, this deposit will be returned to you within [Insert Time Frame] after you have vacated the premises, provided there are no outstanding fees or damages.

If you have any questions regarding this policy or your security deposit, please do not hesitate to reach out to us.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Contact Information]