

# Final Settlement of Security Deposit

Date: [Insert Date]

[Tenant's Name]

[Tenant's Address]

Dear [Tenant's Name],

We hope this letter finds you well. This is to formally inform you about the final settlement of your security deposit for the rental property located at [Property Address].

Following the completion of your lease term on [Lease End Date], we conducted a thorough inspection of the premises. Based on our findings, we have determined the appropriate deductions to be made from your security deposit, which totals [Total Deposit Amount].

## Deductions:

- [Description of Deduction 1] - \$[Amount]
- [Description of Deduction 2] - \$[Amount]
- [Description of Deduction 3] - \$[Amount]

The total deductions amount to \$[Total Deductions Amount]. Therefore, your final settlement of the security deposit will be \$[Remaining Amount].

We have processed this amount, and you will receive it via [Payment Method] within [Number of Days] days. If you have any questions regarding this settlement, please do not hesitate to contact us.

Thank you for being a valued tenant, and we wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Title]

[Landlord/Property Management Company Name]

[Contact Information]