

Reminder for Security Deposit Release

Date: [Insert Date]

Dear [Tenant's Name],

I hope this message finds you well. This is a friendly reminder regarding the release of your security deposit for the property located at [Property Address].

As per our lease agreement, the security deposit is to be returned after [specify conditions, e.g., "a satisfactory inspection of the premises"]. We have completed the inspection and are pleased to inform you that there are no deductions to be made from your deposit.

To process the release of your security deposit of [Insert Amount], please confirm your preferred method for receiving the funds:

- Bank Transfer
- Check by Mail

Please reply to this email or contact me at [Your Phone Number] with your preference at your earliest convenience.

Thank you for your prompt attention to this matter. We wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]