

Date: [Insert Date]

To: [Landlord or Property Management Name]

[Address]

[City, State, Zip Code]

**RE: NOTICE OF UNAUTHORIZED RENT DEDUCTION**

Dear [Landlord Name],

I am writing to formally notify you that I have received notice of a deduction from my security deposit/rent payment dated [Insert Date] in the amount of \$[Insert Amount].

Please be advised that I do not agree with this deduction for the following reasons:

- [Reason 1: e.g., The damage described is pre-existing as noted in the move-in inspection.]
- [Reason 2: e.g., The deduction for "normal wear and tear" is prohibited by state law.]
- [Reason 3: e.g., No itemized receipt or proof of cost was provided.]

Under the terms of our lease agreement and local landlord-tenant laws, these charges are unauthorized. I am requesting that the full amount of \$[Insert Amount] be returned to me within [Insert Number of Days] days of the date of this letter.

I look forward to resolving this matter promptly. Please send the payment to the address listed below.

Sincerely,

[Your Name]

[Your Current Address]

[Your Phone Number]

[Your Email]