

[Your Name]
[Your New Mailing Address]
[Your Phone Number]
[Your Email Address]

[Date]

[Landlord or Property Manager Name]
[Landlord's Address]

RE: Full Refund of Security Deposit for [Rental Property Address]

Dear [Landlord Name],

I am writing to formally request the full refund of my security deposit for the property located at [Rental Property Address]. My lease ended on [Move-out Date], and I have returned the keys as of that date.

The total amount of the security deposit paid at the beginning of the tenancy was \$[Amount].

The unit was left clean and in good condition, consistent with the move-in inspection report, barring normal wear and tear. Therefore, I expect a refund of the full amount.

Please send the check for the full amount to my new forwarding address listed below:

[Your Name]
[Street Address]
[City, State, Zip Code]

As per [Your State/Province] law, the security deposit must be returned within [Number of Days] days. I look forward to receiving the funds by [Deadline Date].

Sincerely,

[Your Signature]

[Your Printed Name]