

[Your Name]
[Your Current Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Landlord or Property Manager Name]
[Landlord's Address]
[City, State, Zip Code]

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

Dear [Landlord Name],

I am writing to formally request the return of my security deposit for the property located at [Rental Property Address], which I vacated on [Date of Move-Out].

As per the lease agreement signed on [Date Lease Started], the original security deposit amount paid was **\$[Amount]**.

I have left the premises in good condition, consistent with the initial move-in inspection. Please send the full amount, or an itemized statement of any deductions along with the remaining balance, to my new forwarding address listed below:

[Forwarding Address]
[City, State, Zip Code]

I look forward to receiving the funds within [Number of Days allowed by state law] days, as required by law.

Sincerely,

[Your Signature]

[Your Printed Name]