

**DATE:** [Date]

**TO:** [Tenant Name]

**ADDRESS:** [Property Address]

**UNIT:** [Unit Number]

**RE: SECOND NOTICE - DEMAND FOR SECURITY DEPOSIT REPLENISHMENT**

Dear [Tenant Name],

This letter serves as a second formal notice regarding the replenishment of your security deposit. On [Date of First Notice], a notice was sent to you regarding a deduction made from your security deposit for the following reasons:

- **Reason for deduction:** [Description, e.g., Unpaid rent / Damages / Late fees]
- **Amount deducted:** \$[Amount]

As per the terms of your Lease Agreement dated [Lease Start Date], specifically Section [Section Number], you are required to maintain a full security deposit of \$[Total Required Deposit Amount] throughout the duration of your tenancy.

To date, we have not received the required payment of **\$(Amount Due)** to bring your security deposit balance back to the full required amount. Failure to replenish these funds constitutes a breach of your lease agreement.

**Please submit payment of \$(Amount Due) no later than [Due Date].**

Payment can be made via [Payment Method: Online Portal/Check/Money Order].

Please contact the management office immediately at [Phone Number] or [Email Address] if you have already sent this payment or if you have any questions.

Sincerely,

[Your Name/Property Manager Name]

[Landlord/Company Name]

[Phone Number]