

[Your Name or Property Management Company Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Phone Number]  
[Your Email]

[Date]

[Former Tenant Name]  
[Former Tenant Forwarding Address]  
[City, State, Zip Code]

**RE: FINAL REMINDER - Uncashed Security Deposit Check**

Property Address: [Former Rental Property Address]

Dear [Former Tenant Name],

This is a final reminder regarding the security deposit refund check issued to you following the termination of your lease on [Lease End Date].

Our records indicate that the following check remains outstanding and has not been presented to the bank for payment:

- **Check Number:** [Check #]
- **Check Date:** [Original Date Issued]
- **Amount:** \$[Amount]

Please deposit or cash this check immediately. If you have misplaced or lost the check, please contact us no later than [Date] so that we may issue a stop payment and provide a replacement check (less any applicable bank stop-payment fees).

**Important Notice:** If we do not hear from you or if the check remains uncashed by [Date], we may be required by state law to remit these funds to the [State Name] Unclaimed Property Division. Once funds are transferred to the state, you will be required to file a claim directly with the government to recover your money.

If you have already deposited this check, please disregard this notice.

Sincerely,

[Your Signature]

[Your Printed Name]