

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

[Date]

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

RE: Improper Security Deposit Deduction for Rent - [Address of Former Rental]

Dear [Landlord's Name],

I am writing to formally dispute the deduction of \$[Amount] from my security deposit for unpaid rent, as indicated in the statement I received on [Date].

I contend that this deduction is improper because my rent was paid in full through the end of my tenancy. I have attached copies of my [checks/bank statements/receipts] as proof that all rent payments were successfully made and cleared for the months of [List months in question].

Under [State Name] law, security deposits may only be withheld for specific reasons such as unpaid rent, damages beyond normal wear and tear, or cleaning costs. Since my rent was fully paid, there is no legal basis for this specific deduction.

Please issue a refund of the improperly withheld amount (\$[Amount]) to the address listed above within [Number of days, e.g., 10] days of your receipt of this letter.

If I do not receive the refund or a satisfactory explanation within this timeframe, I will be forced to pursue further legal action, which may include filing a claim in small claims court. In such an event, I may also seek additional damages or penalties as permitted by state law.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]