

Date: [Date]

To: [Tenant Name(s)]

Property Address: [Full Property Address]

RE: NOTICE OF SECURITY DEPOSIT ESCROW REALLOCATION

Dear [Tenant Name],

This letter serves as formal notice regarding the security deposit currently held for your lease agreement at the address mentioned above.

Please be advised that your security deposit in the amount of \$[Deposit Amount] has been moved/reallocated to a new financial institution. This change was made due to [Reason for transfer, e.g., change in management, bank merger, or sale of property].

The funds are now being held at the following location:

- **Bank Name:** [New Bank Name]
- **Bank Address:** [New Bank Branch Address]
- **Account Type:** [e.g., Escrow Savings Account]
- **Interest Rate:** [Rate, if applicable]

Your deposit remains protected in accordance with state and local laws and the terms of your original lease agreement. No action is required on your part.

If you have any questions regarding this transfer, please contact [Landlord/Manager Name] at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Printed Name]

[Landlord/Property Management Company]