

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

[Date]

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

RE: Security Deposit Refund for [Former Rental Address]

Dear [Landlord Name],

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

I provided my forwarding address to you on [Date] and returned the keys on [Date]. As of today, [Number of Days] days have passed since my tenancy ended, and I have not yet received my security deposit or a written itemization of deductions.

According to [State] law, you are required to return the security deposit and/or a detailed list of any deductions within [Number of Days required by your state] days.

Please find the summary of my deposit below:

- Total Security Deposit Paid: \$[Amount]
- Total Amount Currently Owed: \$[Amount]

If you have made deductions for damages, please provide an itemized list including copies of receipts or estimates for repairs. Please note that I left the unit in good condition, and I am not responsible for "normal wear and tear" under the law.

Please send the full amount or the remaining balance and itemization to the following address within [Number] days:

[Your Name]
[Your Current Mailing Address]
[City, State, Zip Code]

If I do not receive my deposit or a written explanation by [Deadline Date], I will be forced to pursue legal action in small claims court to recover my deposit, plus potential court costs and statutory damages as allowed by law.

Sincerely,

[Your Signature]

[Your Printed Name]