

Security Deposit Return Letter PDF

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Tenant's Name]

[Tenant's Address]

[City, State, ZIP Code]

Dear [Tenant's Name],

Subject: Security Deposit Refund

We are writing to inform you that your security deposit for the property at [Rental Property Address] is being returned. The original deposit amount was \$[Amount].

Following our inspection, the following amounts have been deducted:

Item	Amount
Cleaning	\$ _____
Repair Costs	\$ _____
Outstanding Utilities	\$ _____
Other (Specify): _____	\$ _____

The total deductions amount to \$[Total Deductions], leaving a refundable balance of \$[Remaining Balance]. Please find the enclosed check for this amount.

Should you have any queries or require additional information, do not hesitate to contact us.

Thank you for being our tenant. We wish you success in your future residences.

Best regards,

[Your Name]

[Your Title]

[Company Name]