

Notice of Intent to Refund Security Deposit

This notice is issued to inform the Tenant(s) of the landlord's intent to refund the security deposit held for the tenancy described below, including any applicable deductions.

1. General Information

Date of Notice:

Tenant Name(s):

Rental Property Address:

Tenant Forwarding Address:

2. Security Deposit Breakdown

Below is the detailed accounting of the security deposit, including any deductions for unpaid rent, damages, or cleaning fees beyond normal wear and tear.

Original Security Deposit Amount (\$):

Less: Unpaid Rent/Utilities (\$):

Less: Cleaning Charges (\$):

Less: Damage Repair Costs (\$):

Less: Other Deductions (Specify) (\$):

Total Estimated Refund Amount (\$):

3. Landlord/Manager Authorization

By signing below, the Landlord or authorized Property Manager declares the intent to return the specified refund amount to the tenant's forwarding address.

Landlord/Agent Name:

Landlord/Agent Signature:

Date Signed: