|  |  |
| --- | --- |
| **[Sender Name]** | [Email] |
| [Sender Title] | [Address] |
|  | [Phone] |

 Dear **[write your landlord’s name]**

I moved out on **[write the date you moved out]** . On **[write the date you told your landlord you had moved outt]** I told you I had moved out.

(Below: Check all that apply.)

You did not tell me in writing — within 14 days from the date I gave you notice that I moved out — why you were keeping my security deposit. Therefore, you can’t keep any of my security deposit.

Your letter does not say what damage you claim I did.

I don’t agree that I did any damage to the home I rented from you.

I don’t agree that I did the amount of damage you say I did to the home I rented from you.

If you don’t return my whole security deposit by (write a date at least 7 days from now), I will file a lawsuit against you in Small Claims Court for my security deposit and costs.

If you don’t return $(write amount) of my security deposit by (write a date at least 7 days from now), I will file a lawsuit against you in Small Claims Court for my security deposit and costs.

Sincerely,

**[sign your name]**

**[print your name]**