

**SAMPLE LETTER WHEN YOU ARE DISPUTING
THE AMOUNT OF A SECURITY DEPOSIT RECEIVED**

Today's date

Name of landlord or property manager
Street address of landlord or property manager
City, St and Zip code of landlord or property manager

RE: Security Deposit for: [_____](former address of rental)

Dear _____:

I lived at the above address from _____, 20____ to _____,
20____. When I moved in, I paid \$ _____ for the security deposit. My monthly rent
was \$_____.

When I moved out, I left the rental unit clean and in the same condition as it was
when I took occupancy with the exception of the allowable normal wear and tear. I have
received my security deposit disposition statement. As I'm sure you are aware, I can
only be charged for conditions that are not the result of normal wear and tear. I am
disputing the following charges that have been deducted from my security deposit:

- 1)
- 2)
- 3)

As such, I request that you please remit payment of \$_____ to me by
_____(date) or I will seek restitution in court.

I look forward to hearing from you and would like to resolve this matter as soon
as possible.

Sincerely,

Sign
Print Name
Current Address
City, St, Zip code
Phone Number