

DEMAND TEMPLATE #1 – RETURN OF SECURITY DEPOSIT

(__ date __)

(__ Landlord name __)

(__ Landlord address __)

(__ Landlord address __)

Dear (__ landlord name __),

I (__ tenant/tenants names __) was a tenant at (__ property address __) from (__ date moved in __) until (__ date moved out __). A security deposit of \$ __ was paid on (__ date paid __).

As of today, I have received neither my \$ __ deposit nor any written accounting from you explaining any lawful deductions from the deposit. Please be aware that you are required to return the security deposit within TWENTY-ONE (21) days after a tenant has vacated the premises. Any deduction from the \$ __ should include an itemized statement specifying repairs or cleanings that form the basis of the deductions from the security deposit. CC § 1950.5. This statement should include copies of documents showing charges incurred or deducted to repair or clean the premises. CC § 1950.5(g)(2).

Please send the full security deposit of \$ __ to me at (__ address __) within SEVEN (7) days of receipt of this letter. If you fail to return my full \$ __ deposit, then I intend to sue you to recover my deposit in small claims court. Failure to return the security deposit as required by law may be considered a bad faith retention of the deposit and may subject you to statutory damages of up to twice the amount of the security deposit, in addition to actual damages. CC § 1950.5(l).

I hope to hear from you promptly.

Sincerely,

(__ sign your name __)