

SECURITY DEPOSIT REFUND REQUEST

Date of Request _____

To (Landlord/Property Manager) _____

From (Former Tenant) _____

Refund of Security/Pet Deposit(s) Requested:

(Dollar Amount) \$ _____

I/We vacated the premises located at _____
Street/Apartment City State Zip

on _____ (mm/dd/yyyy). I/We received a partial security deposit refund of \$ _____ and an itemization of

deductions. I/We believe the following deductions from the security deposit were improper: _____

I/We now demand that you forward the amount of \$ _____ (the sum of the improper deductions listed above) to me/us at the following address _____
Street/Apartment City State Zip

I/We have not yet cashed the check in the amount of \$ _____ that you sent in partial refund of the security deposit.

I/We will cash the check after _____ without waiving any of my/our claims for the remainder of the deposit.

If I/we do not receive the remainder of the deposit within ten (10) days, I/we intend to file suit to recover three (3) times the portion of wrongfully withheld deposit, plus \$100, plus reasonable attorney's fees and court costs, as allowed by Section 92.109 of the *Texas Property Code*.

Former Tenant's Signature _____

Certified Mail/Return Receipt Requested OR Hand Delivered