

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Landlord's Name]
[Landlord's Address]
[City, State, Zip Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request the return of my security deposit following the conclusion of my lease at [Rental Property Address] on [Lease End Date].

As you are aware, the lease required a security deposit of [Amount]. According to our agreement and state law, the deposit must be returned within [insert number of days, e.g., 30 days] of the end of the lease, barring any deductions for damages or unpaid rent.

I have thoroughly cleaned the property and ensured it is in good condition, as evidenced by the inspection we conducted on [Inspection Date]. I do not believe there are any substantial reasons for withholding any portion of my deposit.

Please let me know if you require any additional information or if there are any discrepancies regarding the condition of the property. I appreciate your prompt attention to this matter and look forward to receiving my deposit of [Amount] at your earliest convenience.

Thank you for your cooperation.

Sincerely,
[Your Name]