

[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],

Subject: Request for Return of Security Deposit

I hope this letter finds you well. I am writing to formally request the return of my security deposit of [amount] for the property located at [property address], which I rented from [start date] to [end date].

As per our rental agreement and relevant tenancy laws, I have taken good care of the property and have vacated it in good condition. I believe that I am entitled to the full return of my security deposit.

Please let me know if you require any additional information or if there are any deductions from the deposit that you would like to discuss. I kindly ask that you initiate the return process at your earliest convenience, preferably within [number of days] as stipulated by law. Thank you for your attention to this matter. I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]