

[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: Security Deposit Return

I hope this message finds you well.

I am writing to formally request the return of my security deposit for the property located at [Property Address], which I vacated on [Move-Out Date]. As per our rental agreement, I have fulfilled all obligations, including [briefly mention any relevant conditions, such as cleaning the apartment, returning keys, etc.].

According to local laws, I understand that the security deposit is to be returned within [insert timeframe] following the termination of the lease. I kindly ask that the total amount of [\$ amount] be returned to me at your earliest convenience.

Please let me know if you require any further information or if there are any deductions that may need to be discussed. I appreciate your prompt attention to this matter.

Thank you.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]