

[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 Repayment

I hope this letter finds you well. I am writing to formally request the repayment of my security deposit in the amount of [Deposit Amount], following the termination of my lease for the property located at [Property Address], which ended on [Lease End Date].

As per our lease agreement, the security deposit is to be refunded within [Timeframe as per local laws or lease agreement] of the lease termination, provided there are no damages or outstanding payments. I have ensured that the property was left in good condition, and I trust this meets the requirements for the return of my deposit.

Please send the refund to my address mentioned above. Should you require any further information or wish to discuss this matter, feel free to contact me at your earliest convenience.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]