Deposit Return Letter Sample

Tenant Name 123 Main Street Anytown, TN 37000

Re: Security Deposit Statement

Dear {Tenant Name}:

Enclosed please find an itemized list of charges. Based on these charges, you have a balance due of $347.98.

Credits: Security Deposit $750.00

Total Credits **$750.00**

Charges: Trash and Debris Removal $500.00 Replace Torn Carpet Strips – Living Room $88.50 Replace Missing Grease Pans on Stove $59.00 Replace Globe on Fixture – Bedroom 3 $15.00 Outstanding Amount $435.48

Total Charges $**1,097.98**

**Amount Due $347.98**

Please remit the balance due immediately. If you have any questions or concerns regarding the charges or balance due, please contact us at support@gkhouses.com.

Regards,

**CATEGORIES**[**UNCATEGORIZED**](https://gkhouses.com/category/uncategorized/)