

Date: _____

_____ (Landlord's name)

_____ (Address where I pay rent)

_____ (Landlord's city, state, zip)

Delivered by:

Certified mail # _____

Regular mail

In person

Re: Request for Security Deposit Return

Greetings:

Please refund my entire security deposit, \$_____, to the following address along with a written description and itemized list of damages and charges if there are any. See 92.104, Texas Property Code.

Forwarding address:

_____ (Name)

_____ (Address + unit number)

_____ (City, state, zip)

Please return the deposit and final accounting to this address within 30 days. See 92.103(a) and 92.107(a).

Please note that if you retain a security deposit in bad faith you are liable for an amount equal to \$100, three times the portion of the deposit wrongfully withheld, and my attorney fees and court costs. See Texas Property Code Section 92.109. (This is not intended to be legal advice to you; consult your own attorney.)

Thank you for your prompt attention.

_____ (Signature)

_____ (Printed name)

_____ (My phone number)

Prior rental address:

_____ (Address + unit number)

_____ (City, state, zip)

* Please share this letter with the landlord if you are managing this property for the owner.