

Security Deposit Confirmation Letter

Subject: Security Deposit Confirmation

Dear [Recipient's Name],

This letter confirms that we have received a security deposit of [amount] from you on [date]. The deposit is linked to [purpose, e.g., rental contract, service agreement], and it will be held as per the terms outlined in our contract.

Please note that the deposit is refundable subject to compliance with the agreed terms. Kindly keep this letter for your records.

Respectfully,

[Your Name]

[Your Title]

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