

Security Deposit Refund Confirmation Letter

Subject: Security Deposit Refund Confirmation

Dear [Tenant Name],

This letter confirms that your security deposit refund has been processed for the rental property at [Property Address].

Deposit Summary:

- Original Deposit: \$[Original Amount]
- Deductions: \$[Deduction Amount] (if any)
- Refund Amount: \$[Refund Amount]
- Refund Method: [Check/Direct Deposit]
- Processing Date: [Date Sent]

Itemized deductions (if applicable):

[List any deductions with explanations]

As required by state law, this refund is being processed within [Time Period] of your lease termination date of [End Date]. The refund should reach you within [Delivery Timeframe].

Please update us with any address changes to ensure proper delivery. If you have questions about this refund or need additional documentation, contact our office at [Contact Information].

Thank you for being a responsible tenant.

Sincerely,

[Property Manager Name]

[Property Management Company]

[Contact Information]

Get more templates here: <https://www.lettersandtemplates.com/letters/payment-confirmation-letter>