

[Your Name]
[Your Current Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email]

[Date]

[Landlord or Property Manager Name]
[Landlord Address]
[City, State, Zip Code]

RE: Dispute of Security Deposit Deductions - [Address of Former Rental Property]

Dear [Landlord Name],

I am writing to formally dispute the itemized deductions taken from my security deposit for the property located at [Address of Former Rental], which I vacated on [Move-out Date].

I received the itemized list dated [Date of Statement] and find the following charges to be unjustified:

- **[Charge Description 1]:** [Amount] - [Explain why you dispute it, e.g., "This falls under normal wear and tear" or "The damage existed prior to my move-in"].
- **[Charge Description 2]:** [Amount] - [Explain why you dispute it, e.g., "The cleaning fee is excessive as the unit was returned in move-in condition"].

Based on the above, I am requesting a refund of \$[Total Disputed Amount] in addition to the amount already returned to me. I have attached [Photos/Move-in Inspection/Receipts] to support my claim.

Please send the remaining balance of my security deposit to my current address listed above within [Number of Days, e.g., 10] days of receiving this letter. If I do not receive these funds, I will be forced to pursue legal action in small claims court to recover my deposit.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]