

[Your Name]  
[Your Phone Number]  
[Your Email Address]

[Date]

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

**Re: Forwarding Address for Security Deposit and Mail**

Dear [Landlord Name],

This letter is to formally provide you with my new forwarding address following my move out from the property located at [Address of the Rental Unit You Just Left] on [Date You Moved Out].

Please use the following address for the return of my security deposit and any future correspondence:

[Your New Street Address]  
[City, State, Zip Code]

As per the terms of our lease agreement and local landlord-tenant laws, I look forward to receiving my security deposit refund and an itemized list of any deductions within [Number of Days, e.g., 30] days.

Please contact me if you have any questions regarding the final inspection or the return of the keys.

Sincerely,

[Your Signature]

[Your Printed Name]