

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

[Date]

[Tenant's Name]
[Tenant's Forwarding Address]
[City, State, Zip Code]

Re: Refund of Pet Security Deposit for [Property Address]

Dear [Tenant's Name],

This letter concerns the pet security deposit of \$[Amount] paid on [Date] in relation to the lease agreement for the property located at [Property Address].

Following a final inspection of the premises on [Date], I have determined the following regarding the refund of your pet deposit:

Option A: Full Refund

Enclosed is a check in the amount of \$[Amount], representing the full refund of your pet security deposit. The property was left in good condition, and no pet-related damages were found.

Option B: Partial Refund / Deductions

Enclosed is a check in the amount of \$[Amount]. Deductions were made from your original deposit for the following pet-related repairs or cleaning:

- [Description of Damage/Cleaning]: \$[Amount]
- [Description of Damage/Cleaning]: \$[Amount]

Total Deductions: \$[Total Amount]
Remaining Refund: \$[Remaining Amount]

Copies of receipts or estimates for the work performed are attached for your records.

If you have any questions regarding this statement, please contact me at [Your Phone Number].

Sincerely,

[Your Signature]
[Your Printed Name]