

Request For Return of Security Deposit

Cal. Civ. Code §1950.5(g)(1)

To: _____
(name and address of landlord)

From: _____
(name and address of tenant)

Dear: _____,
(name of landlord or manager)

I was a tenant at the above mentioned property address. I am writing to you to request the return of my security deposit, in the amount of: \$ _____, given on or about _____.

I vacated my apartment on _____. Before vacating, I cleaned and left the apartment in the same condition as it was delivered to me;
Or, _____.
(briefly explain if unit was left in a condition other than as it was delivered to you.)

Under *California Civil Code §1950.5(g)(1)*, you were required to return my deposit in full within 21-Days of the day I vacated the unit or to provide me with an itemized list of the damages caused by me along with copies of receipts for the cost of repairing such damage or reasonable cleaning costs of the unit. To date, I have not received a refund of my security deposit or, any written explanation for why any amount of this deposit is being withheld.

As a reminder, California Civil Code § 1950.5(k)(1) provides for penalties of up to twice the amount of the deposit if a Landlord retains the deposit in bad faith.

I would appreciate a prompt handling of this matter, so that we are able to avoid any legal proceedings to recover this money.

Please send the funds to me at my new address within 10-business days:

(tenant's new mailing address)

Sincerely,

(Tenant's Signature)

(Date)