

DATE:
CERTIFIED MAIL NO.: _____

From: [Tenant's/Renter's Name and Address]

To: [Landlord's Name and Address]

RE: Notice of Termination of Tenancy and Security Deposit Refund

Dear _____;
(landlord's name)

This is my notice that I am moving out on: _____ from the property I rented
(move out date)
at _____
(address of the rented apartment or house you are moving out of)

Please return my security deposit of: \$ _____;
(amount of security deposit).

Please forward my security deposit to me at this address, by certified check or money order:

(address where landlord should send the security deposit refund)

Thank you for your prompt attention to this matter.

Sincerely,

Signature of Tenant/Renter
Print Name: