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| --- | --- | --- | --- | --- | --- | --- | --- |
| Request for Security Deposit | | | | | | | |
|  | | | | | | | |
|  |  | | | |  | | |
|  | | *Landlord* | | |  | | |
|  | *«laddress» «laddress2»* | | | | |  | |
|  | | *Address* | | | |  | |
|  |  | | | |  | | |
|  | «tname1» «tname2» | | | |  | | |
|  | | *Tenant* | | |  | | |
|  | *«forwarding» «forwarding2»* | | | | |  | |
|  | | *Current/Forwarding Address* | | | |  | |
|  |  | | |  | | | |
|  | | |  |  | | | |
|  | | |  |  | | | |
| I, «tname1» «tname2», vacated the premises located at «taddress» «taddress2» on «vacate». | | | | | | |

Per Minnesota Statute §504B.178(3), you were required to return to me, within three weeks of my vacating the premises, one of the following:

My full deposit of $«deposit» plus interest for a total of $«interest»; or

A written statement showing the specific reasons for withholding my deposit or any portion of it, as well as the portion of my deposit not withheld, if any, plus interest.

Since you have failed to fulfill these obligations, Minnesota Statute §504B.178(4) allows me to recover the portion of the deposit and interest illegally withheld, and, as a penalty, an amount equal to this amount, as well as court costs. In addition, Minnesota Statute

§504B.178(7) allows me to recover up to $500 for bad faith retention of my security deposit.

I would, however, prefer to settle this issue out of court. Therefore, please send me my full security deposit plus interest, as noted above, to the above address within five days. If you fail to comply with my request, I will take court action to recover the full amount plus the penalties and punitive damages authorized by Minnesota Statutes.

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*Tenant’s Signature* *Date*