

Security Deposit Disposition Form

Date Prepared: _____ 20____

Name(s) of Tenant(s)

At: _____
Street *Apt. #*

City *State* *Zip Code*

We enjoyed having you as a resident at _____ in apartment number _____. The following is an itemized statement of the disposition of your security deposit:

1. **RENTAL DATE:** Date Vacated: _____ Monthly Rent: \$ _____ Rent Paid Through: _____

2. **TOTAL OF ALL DEPOSITS PAID:** \$ _____

3. DEDUCTIONS:

Repairs _____ \$ _____

_____ \$ _____

_____ \$ _____

Painting _____ \$ _____

Cleaning _____ \$ _____

Carpet / Drapery Cleaning _____ \$ _____

Keys _____ \$ _____

Miscellaneous _____ \$ _____

Unpaid Rent _____ \$ _____

Interest (If Any, +/-) _____ \$ _____

TOTAL DEDUCTIONS \$ _____

TOTAL REFUND (or DUE FROM TENANT) \$ _____

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(Security Deposit Disposition Form, Continued)

- ☐ Your check is enclosed in the amount of \$_____. Thank you.
- ☐ Please make a check in the amount of \$_____ payable and mailed to the following:

<i>Name of Payee(s)</i>	<i>Address</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
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Your payment must be made within twenty-one (21) days of receipt of this statement. Thank you.

CREDIT REPORT: As required by law, you are hereby notified that a negative credit report reflecting on your credit record may be submitted to a credit reporting agency if you fail to fulfill the terms of your rental obligations.

Owner/Agent

Sec. 1950.5 of the Civil Code: "As used in this section, "security" means any payment, fee, deposit or charge, including, but not limited to, an advance payment of rent, used or to be used for any purpose, including, but not limited to, any of the following: (1) The compensation of a landlord for a tenant's default in the payment of rent. (2) The repair of damage to the premises caused by the tenant or by a guest or licensee of the tenant, exclusive of ordinary wear and tear. (3) The cleaning of the premises upon termination of the tenancy."