Security Deposit Settlement

Date _____

RESIDENT'S NAME _____

RENTAL ADDRESS _____

Date Rent Paid Thru _____ Lease Expiration Date _____

Date Notice Given _____ Move-Out Date _____

Reason for Moving _____ All Keys Returned? _____

Forwarding Address _____

Remarks _____

DEPOSITS

Security Deposit	$	
Key Deposit		
Other Deposits		
TOTAL DEPOSITS ▶	$	

DEDUCTIONS

Repairs		
Cleaning		
Keys		
Miscellaneous		
☐ Insufficient Notice ☐ Lease Violation		
Unpaid Rent		
TOTAL DEDUCTIONS (-) ▶	$	

BALANCE DUE ☐ Resident ☐ Owner	▶	$	
Paid by Check No. _____ Date Paid _____			