



## DISPOSITION OF DEPOSITS

Property Address \_\_\_\_\_

Name of Tenant(s) \_\_\_\_\_

Date of vacancy \_\_\_\_\_ Reference original lease dated \_\_\_\_\_

**Non-refundable deposits**

Cleaning deposit \$ \_\_\_\_\_

Re-decorating deposit \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

**TOTAL NON-REFUNDABLE:** \$ \_\_\_\_\_

**Refundable deposits**

Security deposit \$ \_\_\_\_\_

Pet deposit \$ \_\_\_\_\_

Cleaning deposit \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

**TOTAL REFUNDABLE** \$ \_\_\_\_\_

**Deductions from deposits (Use other side if needed)**

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL DEDUCTIONS** \$ \_\_\_\_\_

**Refundable deposits less deductions:** \$ \_\_\_\_\_

CHECK # \_\_\_\_\_ ENCLOSED, AMOUNT: \$ \_\_\_\_\_ DATED \_\_\_\_\_

Signature of Owner/Agent: \_\_\_\_\_

**DISCLOSURE:** If you do not dispute the deductions or the amount due and payable within sixty days after the itemized list and amount due are mailed the amount due as set forth in the itemized list with any amount due is deemed valid and final and any further claims of are waived.

