



SECURITY DEPOSIT DISPOSITION ON VACATING RESIDENTIAL PREMISES

Prepared by: Agent _____
Broker _____

Phone _____
Email _____

NOTE: This itemized statement of the security deposit's disposition, including documentation of charges deducted, must be given to the Tenants by the Landlord within 21 days after a Tenant vacates residential property. [California Civil Code §1950.5(f)]

Use of this form in a timely and proper fashion avoids Landlord liability for a 2% monthly penalty on any portion of the security deposit wrongfully retained.

DATE: _____, 20____, at _____, California.

To Tenant: _____

Items left blank or unchecked are not applicable.

FACTS:

1. This is notice to Tenant of any Landlord deductions from the security deposit under the following agreement:

- Residential lease agreement Occupancy agreement
- Residential rental agreement _____

- 1.1 dated _____, 20____, at _____, California,
- 1.2 entered into by _____, as the Landlord, and
- 1.3 _____, as the Tenant,
- 1.4 regarding residential premises referred to as _____.

DISPOSITION OF DEPOSIT:

2. Under the above referenced agreement, Tenant handed Landlord a security deposit in the amount of _____ \$

3. The following deductions have been made by Landlord from the security deposit:

- 3.1 Repair of damages Cost
 - a. _____ \$ _____
 - b. _____ \$ _____
- 3.2 Necessary cleaning of the premises Cost
 - a. _____ \$ _____
 - b. _____ \$ _____
- 3.3 Delinquent or holdover rent Amount
 - a. From _____ To _____ \$ _____
- 3.4 Replacement/repair of lost or damaged furnishings Cost
 - a. _____ \$ _____
- 3.5 **TOTAL** deductions from security deposit (line 3.1 to line 3.4) (-)\$ _____

4. BALANCE DUE TENANT:

- 4.1 Balance of security deposit remaining after deductions (line 2 less line 3.5) \$ _____
- 4.2 Interest on the security deposit from _____ to _____
at _____% per annum (+)\$ _____
- 4.3 Balance due Tenant is refunded in the amount of (line 4.1 plus line 4.2) \$ _____
by Landlord/Agent's check # _____.

5. AMOUNT DUE LANDLORD:

- 5.1 The amount due Landlord after deductions (line 2 less line 3.5). \$ _____
- 5.2 Less interest on the security deposit from _____ to _____
at _____% per annum (-)\$ _____
- 5.3 Tenant to hand or mail Landlord/Agent the balance due of (line 5.1 less line 5.2) \$ _____

This statement is true and correct.

Date: _____, 20____
Landlord/Agent: _____ DRE #: _____

Signature: _____
Address: _____

Phone: _____ Cell: _____
Email: _____