

SECURITY DEPOSIT ACCOUNTING

Tenant(s): _____

Rental Property Address: _____

Refund Address for Tenant(s) (if different): _____

Lease Term: From ____/____/____ To ____/____/____

Deposit Received: ____/____/____ Amount of Deposit: \$ _____

Cleaning Charges

- _____ \$ _____
- _____ \$ _____

Repair Costs

- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____
- _____ \$ _____

Unpaid Rents

- _____ \$ _____

Unpaid Utilities

- _____ \$ _____
- _____ \$ _____

Replaced/Repaired furnishings

- _____ \$ _____

Legal Costs

- _____ \$ _____

Other Charges/Costs

- _____ \$ _____
- _____ \$ _____
- _____ \$ _____

Total deductions from security deposit: \$ _____

Balance due to Tenant: \$ _____

Balance due to Landlord: \$ _____