

CertRent

Security deposit demand letter (NY)

Free template from certrent.com — replace the [bracketed] parts with your details. This is a template, not legal advice.

[Your name]

[Your new address]

[Email] · [Phone]

[Date]

[Landlord / property manager name]

[Landlord address]

Re: Return of security deposit for [rental address, unit]

Dear [Landlord name],

I vacated the above apartment on [move-out date] and returned the keys. Under New York General Obligations Law § 7-108, you are required to return my security deposit of \$[amount], less any itemized lawful deductions, within 14 days of my move-out, along with a written statement of any deductions.

As of today I have not received my deposit or an itemized statement. Please send the full amount owed to me at the address above within [e.g., 10] days of this letter.

If I do not receive the deposit or a lawful itemized statement, I will pursue the remedies available to me, which may include recovering up to twice the deposit amount.

Thank you for your prompt attention.

Sincerely,

[Your name]

Send by a method you can prove (certified mail or email with confirmation) and keep a copy. This is a template, not legal advice.