



FINAL ACCOUNTING

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NAME: _____ DATE: _____

ADDRESS: _____ UNIT: _____

CITY: _____ STATE: _____ ZIP: _____

According to the law, from a "security deposit", an Owner/Agent may claim the amount necessary to (a) remedy the tenant's defaults in the performance of the rental agreement including but not limited to unpaid rent, and (b) repair damages to the premises caused by the tenant. In order to claim all or part of a deposit an owner/agent must provide the tenant (within 31 days of the termination of the tenancy and surrender of the premises) an accounting which states specifically the basis of the claim. In compliance with the law, the following accounting is provided for you:

ITEMIZED DEPOSITS		RENT	
_____	\$ _____	Complete this section only if there is prepaid rent or last months rent deposit.	
_____	\$ _____	Deposit on last month's rent:	\$ _____
_____	\$ _____	Prepaid rent:	\$ _____
Subtotal Deposits:	\$ _____ 0	Unpaid rent from _____ to _____	\$ _____
		Balance of Rent Due:	\$ _____

ITEMIZED DEDUCTIONS	
Keys not returned:	\$ _____
Unpaid utilities/services:	\$ _____
Unpaid rent from _____ to _____	\$ _____
Cleaning: _____	\$ _____
Unpaid fees/charges: _____	\$ _____
Damages:	\$ _____
	\$ _____
	\$ _____
	\$ _____
Other:	\$ _____
	\$ _____
Less applicable fees:	-\$ _____
Subtotal Deductions:	\$ _____
Balance Due Tenant/Owner:	\$ _____
<i>(Net of Deposits and Deductions only)</i>	