DEPOSIT ACCOUNTING

TENANT(S): _____ DATE: _____
ADDRESS: _____ UNIT: _____
CITY: _____ STATE: _____ ZIP: _____

The following is the written accounting for the withholding of your security deposit(s) and/or last month's rent deposit. Security deposit(s) may be withheld for the following: to remedy any defaults in the rental agreement, including but not limited to unpaid rent and to repair damages to the premises caused by the tenant, but not including ordinary wear and tear. If there is a last month's rent deposit, that deposit is only withheld to cure any unpaid rent that may be owed. This written accounting is provided to you within 31 days of the termination of your tenancy and delivery of possession.

Deposits		**Accounting for Withholding Last Month's Rent**	
Security Deposit	$	Last Month's Rent Deposit	$
Additional Security Deposit	$_____	Less Unpaid Rent from: ___ ___ ___ to ___ ___ ___	$_____
Last Month's Rent Deposit	$	Balance of Rent Due	$ *

*(___) Indicates balance due to the tenant.

Accounting for Withholding Security Deposit(s) (Other than last month's rent deposit)	
Total Security Deposits	$
Itemized Deductions	
Unpaid Rent	$
Unpaid Utilities	$
Unreturned Keys	$
Cleaning	$
Damages (described below)	
	$
	$
	$
	$
Unpaid Fees/charges	$
Balance Due	$ *

*(___) Indicates balance due to the tenant.

_____ _____
Landlord's (or Agent's) Signature Date

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