DEPOSIT REFUND CRITERIA

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

Tenant has paid the following deposits:
Security Deposit (total of all deposits other than last month's rent): $_____
Last Month's Rent Deposit: $_____

Tenant's last month rent deposit will be refunded based solely on whether there is any rent due and owing when the tenant delivers possession of the dwelling unit to the landlord. Tenant's security deposit will be refunded based on the following criteria at the time the tenant delivers possession of the dwelling unit to the landlord:

Cleaning the following areas:

- Appliances
- Walls, ceiling and floors
- Carpet
  ___ Professional Carpet Cleaning (required if checked)
  ___If checked, your landlord and as permitted by your rental agreement your landlord will have the carpets professionally cleaned and the charges deducted from the security deposit regardless of whether you have the carpets professionally cleaned.
- Window Coverings
  ___ Professional Cleaning of Window Covering (required if checked)
- Fixtures
- Windows
- Heating and ductwork

Exterior (check all that apply):

___ Cleaning the premises
___ Yard mowed
___ Planters weeded
___ Windows

Other Requirements:

- There should be no damage to the dwelling unit beyond normal wear and tear
- Replace all burnt out light bulbs
- Smoke detectors and carbon monoxide detectors must have working batteries
- Remove all trash, garbage, debris and any other personal property
- Final utilities paid current
- All rent and fees paid current
- There are no other breaches of the rental agreement

Tenant agrees to provide a forwarding address to the landlord. If tenant fails to provide a forwarding address to the landlord, tenant is hereby advised that any written accounting or refund will be sent to the rental premises.

_____ _____
Landlord Date Tenant Date

_____ _____
Tenant Date Tenant Date

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