

DATE: _____

TO: _____
name of landlord

RE: Return of security deposit.

Dear _____:
name of landlord

It has been more than 14 days since I notified you that I have moved out of your rental unit at_____. I still have not received my security deposit back or a written itemized list of deductions.

Pursuant to chapter 137, section 4461 of the Vermont state statutes, if a landlord fails to return a security deposit and/or a written list of deductions within 14 days from the date the landlord discovers that the tenant had vacated the unit, or the date the tenant gives the landlord notice that they have vacated the unit, the landlord forfeits the right to keep any of the deposit. Furthermore, "if the failure is willful, the landlord shall be liable for double the amount wrongfully withheld, plus reasonable attorney's fees and costs."

I request that you return my deposit to me at once. You may mail it to the following address:

I thank you in advance for complying with the law.

Sincerely,

signature

printed name