Florida Security Deposit Return Letter

General template, not legal advice. Have a Florida attorney review before use. Last reviewed October 29, 2026.

Send this statement to the tenant's forwarding address (or last known address) within your state's deadline, with the refund or a demand for any balance. Keep a copy, the move-in and move-out checklists, photos, and the receipts or estimates behind each deduction.

> Return deadline in Florida: With no claim, the deposit is due back within 15 days after the lease ends; to keep any part, the landlord must send written notice of the claim within 30 days. (Florida Statutes section 83.49(3))

> Itemization rules in Florida: The notice of claim must state the amount and the reason, go by certified mail or email, and use the statutory wording that gives the tenant 15 days to object in writing. (Florida Statutes section 83.49(3))

Statement of security deposit

Date of statement

Tenant name or names

Forwarding address

Rental property address and unit

Lease start date

Date the tenant moved out and returned keys

1. Deposit held

Item	Amount
Security deposit paid	
Pet deposit or other refundable deposit	
Interest earned, if required	
Total held	

> Deposit interest in Florida: Interest is owed only if the deposit sits in an interest-bearing account or the landlord posts a surety bond; the tenant then gets at least 75 percent of the interest or 5 percent simple interest a year, as the landlord elects. (Florida Statutes section 83.49(1))

2. Deductions

Deductions are limited to unpaid rent and other amounts owed under the lease, and to cleaning and repairs needed to return the home to its move-in condition, apart from normal wear and tear.

Item and location	Why it was charged	Cost	Proof attached (receipt, invoice, estimate, photo)
Unpaid rent for period			
Total deductions			

Where repair work is not yet finished, the charge above is a good faith estimate. We will send the final invoice and adjust the amount within _____ (Number of days) days if your state requires it.

3. Result

	Amount
Total held	
Less total deductions	
Refund due to tenant	
Balance owed by tenant	

- ☐ A refund of $_____ (Refund amount) is enclosed by check number _____ (Check number) or was sent by _____ (Payment method) on _____ (Date sent).
- ☐ Deductions exceed the deposit. Please pay the balance of $_____ (Balance owed) by _____ (Due date) to _____ (Payment address or portal).

If you have questions about any item, contact _____ (Contact name) at _____ (Phone and email). If you disagree with a deduction, please tell us in writing and include any photos or records you have.

> Penalty for late or improper return in Florida: A landlord who misses the 30 day notice deadline loses the right to claim against the deposit, and the winner of a deposit lawsuit can recover court costs and attorney fees. (Florida Statutes section 83.49(3))

Landlord or agent signature

Printed name

Date

Mailing record

Date mailed

Method (first class, certified, other)

Tracking number

Mailed by

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