New York Security Deposit Receipt

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

This receipt confirms that the landlord received a security deposit from the tenant named below for a home located in New York.

1. Parties and property

Landlord or agent name _____

Landlord address for notices _____

Tenant name or names _____

Property address and unit _____

Lease start date _____

Lease end date or month to month _____

2. Payment received

Item	Amount	Date received	Payment method and reference
Security deposit			
Pet deposit, if any			
Key or other refundable deposit			
Total refundable deposits			

These amounts are refundable deposits, not rent and not fees. The tenant may not use them as the last month's rent unless the landlord agrees in writing.

> Deposit limit in New York: For most rentals, the deposit and any advance payment together may not exceed one month of rent. (General Obligations Law section 7-108)

3. Where the deposit is held

The deposit is held at _____ (Bank name and city, or not required) in _____ (Account type, such as a separate deposit account, interest bearing or not).

> Holding account rules in New York: The deposit stays the tenant's money held in trust, may not be mixed with the landlord's funds, and if banked the tenant must be told the bank's name and address and the amount. (General Obligations Law section 7-103)

> Interest on deposits in New York: In buildings with six or more units, the deposit must earn interest for the tenant, and the landlord may keep 1 percent a year as an administrative fee. (General Obligations Law section 7-103)

> Receipt or notice requirements in New York: Before move in, the landlord must offer the tenant an inspection, and defects listed in the signed inspection record cannot be charged to the deposit later. (General Obligations Law section 7-108)

4. Return of the deposit

After the tenancy ends and the tenant returns possession, the landlord may deduct only what the lease and New York law allow, such as unpaid rent, the cost of repairing damage beyond normal wear and tear, and cleaning needed to restore the move-in condition. The landlord will send the balance with an itemized statement of any deductions to the tenant's forwarding address within the deadline the law sets.

> Deposit return deadline in New York: The landlord must return the deposit, minus lawful deductions, within 14 days after the tenant moves out. (General Obligations Law section 7-108)

> Itemization rules in New York: Any deductions must be listed in an itemized statement sent within the same 14 days, and a tenant who asks may get a pre move out inspection to fix problems first. (General Obligations Law section 7-108)

5. Move-in condition

A move-in condition checklist _____ (Was or was not) completed on _____ (Date). The tenant should note existing damage in writing within _____ (Days) days after moving in, and both parties should keep dated photos.

6. Signatures

_____	_____
Landlord or agent signature	Tenant signature
_____	_____
Printed name	Printed name
_____	_____
Date	Date

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