

North Carolina Security Deposit Return Letter

General template, not legal advice. Have a North Carolina 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 North Carolina: The landlord must return the deposit, with an itemized list of any damage, within 30 days after the tenancy ends, or send an interim accounting then and a final one within 60 days if the claim is not yet known. (N.C. General Statutes section 42-52)

Itemization rules in North Carolina: Deductions must be itemized in writing, may not cover normal wear and tear, and may not exceed the landlord's actual damages. (N.C. General Statutes section 42-52)

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: _____ (check the rule in North Carolina)

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 North Carolina: A landlord who willfully fails to follow the deposit, bond or notice rules loses the right to keep any part of the deposit, and the tenant may sue for the balance. (N.C. General Statutes section 42-55)

Landlord or agent signature

Printed name

Date

Mailing record

Date mailed

Method (first class, certified, other)

Tracking number

Mailed by

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