

## Step 2 - Security Deposit Due Notice

[Your Name]  
[Your Mailing Address]  
[City, State ZIP]  
[Email Address]  
[Phone Number]

[Date]

[Landlord / Property Manager Name]  
[Landlord / Property Manager Address]

Re: Security deposit due for [Rental Address]

Dear [Landlord / Property Manager Name],

I am following up about the security deposit for [Rental Address]. I moved out on [Date], returned possession on [Date], and provided my mailing address for the refund and any written accounting.

As of today, I have not received [the security deposit refund / a complete written accounting / the remaining balance after deductions]. My deposit was \$[Deposit Amount], and the amount I understand remains due is \$[Amount Requested].

Alaska's timing depends on the move-out record. The shorter 14-day path can apply when proper notice was given, the tenancy has ended, and possession has been delivered. A 30-day path can apply when damage deductions are claimed, when tenant notice was not compliant, or when abandonment is involved.

Please send the refund and any required written accounting to the mailing address listed above. If you believe any amount is being withheld, please provide the written explanation and supporting records so I can understand the basis for the deduction.

I am trying to resolve this directly and keep the record clear. Please respond by [Date].

Thank you,

[Your Name]