

- Estimated
- Final

# ITEMIZED DISPOSITION OF SECURITY DEPOSIT

Pursuant to Civil Code Section 1950.5, on \_\_\_\_\_ (date), Owner/Agent hereby furnishes the following statement of security deposit monies to former Resident(s):

\_\_\_\_\_  
 (Name(s))

for the premises vacated on \_\_\_\_\_ and located at: \_\_\_\_\_, Unit # (if applicable) \_\_\_\_\_  
(Street Address)

\_\_\_\_\_, CA \_\_\_\_\_  
(City) (Zip)

	Amount
<b>Total Charges Incurred and Deducted for Repairs, Cleaning and/or Replacement (see itemization on back of form)</b>	
<b>Default in Rent (explain below)</b>	

Send Balance Due to Owner to:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

*A negative credit report reflecting on your credit history may be submitted to a credit agency if you fail to fulfill the terms of your credit obligations.*

Former Resident's New Address

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Total Charges ..... \$ \_\_\_\_\_

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Total Security Deposit Received ..... \$ \_\_\_\_\_

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Balance Due Owner ..... \$ \_\_\_\_\_  
 Please Remit Immediately

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Balance Due Resident ..... \$ \_\_\_\_\_

Paid by Check Number \_\_\_\_\_

Paid by Electronic Funds Transfer to:  
 \_\_\_\_\_ (Accountholder Name)  
 \_\_\_\_\_ (Name of Bank)

\_\_\_\_\_ Date \_\_\_\_\_ Owner/Agent



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Summary of Estimated or Actual Charges Incurred and Deducted For Repairs, Cleaning and/or Replacement*		
1.	Description of work performed by Owner/Agent or Employee of Owner/Agent:	Hourly Rate x Time = Amount _____ x _____ hr(s) = \$ _____
		_____ x _____ hr(s) = \$ _____
2.	Description of work performed by other person or entity. Name, address, and telephone number of the person or entity is provided below if not on bill, invoice, or receipt:	Receipt(s) Attached**
		\$
		\$
		\$
3.	Description of deductions for materials and supplies:	Bill, Invoice, Receipt, Vendor Price List or Other Vendor Document Attached**
		\$
		\$
4.	Description of repairs to be done by Owner/Agent or Employee of Owner/Agent that are not completed within 21 calendar days. Final documentation/receipts will be mailed within 14 days of completion.**	Estimate of charges (i.e., labor/materials/supplies)
		\$
		\$
		\$
5.	Description of services, materials, and supplies from other person or entity from whom documentation has not yet been received. Name, address, and telephone number of the person or entity is provided below. Final documentation/receipts will be mailed within 14 days of receipt by Owner/Agent.**	Estimate of charges (i.e., labor/materials/supplies)
		\$
		\$
		\$
<b>Total</b> (enter this total in the column to the right and also on page one)		<b>\$</b>

\*Civil Code Section 1950.5(b) allows deductions from the security deposit for: (1) the compensation of a landlord for a tenant's default in the payment of rent. (2) The repair of damages to the premises, exclusive of ordinary wear and tear, caused by the tenant or by a guest or licensee of the tenant. (3) The cleaning of the premises upon termination of the tenancy necessary to return the unit to the same level of cleanliness it was in at the inception of the tenancy. (4) To remedy future defaults by the tenant in any obligation under the rental agreement to restore, replace, or return personal property or appurtenances, exclusive of ordinary wear and tear, if the security deposit is authorized to be applied thereto by the rental agreement.

\*\*The Owner/Agent is not required to provide receipts or other documentation if (1) the total deductions for repairs, cleaning, and replacement do not exceed \$125, or (2) the Resident has effectively waived the right to documentation.

Total Deductions for Repairs, Cleaning and Replacement Do Not Exceed \$125.

Resident has Waived the Right to Documentation.

