

Seven Day Notice Regarding Security Deposit

Date: _____

Landlord Name: _____

Landlord Mailing Address: _____

To Whom It May Concern,

This letter serves as written notice regarding the return of my security deposit for the rental property located at:

Rental Address: _____

My tenancy at this address began on _____ and ended on _____.

At move-in, I paid a security deposit totaling \$_____

Reason for This Notice

Please complete only one of the sections below, based on your situation.

[] Section A. Deposit Withheld or Applied to Charges

I received an itemized list of charges applied against my security deposit. The deposit was either partially refunded, fully withheld, or applied toward charges claimed by the landlord. After reviewing the deductions and charges, I am disputing the following items because I believe they meet one or more of these conditions:

- They do not exceed normal wear and tear under Colorado law
- They relate to damage I am not responsible for
- The amounts charged exceed the reasonable or depreciated value
- Other: _____

Deductions and/or Charges I Am Disputing:

Voluntary Mediation Option

If you prefer to resolve this matter through a neutral and collaborative process rather than proceeding through the courts, free mediation is available through:

Longmont Mediation Services

Phone: 303-651-8444

Email: mediation.services@longmontcolorado.gov

Mediation is voluntary and can help both sides reach a mutually acceptable agreement.

Sincerely,

Signature: _____

Printed Name: _____

Current Mailing Address: _____