

[Your name]
[Your current address]

[Date]

[Landlord or property manager name]
[Landlord's address]

SENT VIA CERTIFIED MAIL - RETURN RECEIPT REQUESTED

RE: Demand for return of security deposit - [rental property address]

Dear [Landlord]:

I vacated the above rental property on [move-out date] and paid a security deposit of \$[deposit amount]. Under 765 ILCS 710/1 (Illinois Security Deposit Return Act), you were required to return my deposit with any lawful itemized deductions within 30 or 45 days (30 days to send the itemized statement, 45 days for the full refund if none is sent).

[Before sending: confirm the statute covers your tenancy.]

DEMAND

I demand payment of \$[amount improperly withheld], which you have improperly withheld from my deposit. If you contend that any deduction was lawful, provide the itemized statement and supporting documentation the statute requires.

Be advised that under 765 ILCS 710/1(c), refusing to supply the required itemized statement while failing to return the deposit due makes you liable for twice the security deposit, plus court costs and attorney's fees. Should this matter proceed to court, I will seek all damages the statute allows, plus court costs.

Please deliver payment to the address above no later than [date 14 days from today]. If I do not receive full payment by that date, I will file suit in small claims court without further notice. I have retained documentation of the property's condition, our correspondence, and this demand.

Sincerely,

[Your signature]

Enclosures: [list your evidence - photos, lease, itemized statement]

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getmydepositback.org/illinois-security-deposit-demand-letter

Free template. Generate one with your own amounts, dates, and statute citations at GetMyDepositBack.org. Self-help, not legal advice.