

[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 9 V.S.A. § 4461, you were required to return my deposit with any lawful itemized deductions within 14 days.

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 9 V.S.A. § 4461(e), an untimely return automatically forfeits all deductions, and willful failure makes you liable for double the amount wrongfully withheld plus reasonable attorney's fees and costs. 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/vermont-security-deposit-demand-letter
Free template. Generate one with your own amounts, dates, and statute citations at GetMyDepositBack.org. Self-help, not legal advice.