

[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 W. Va. Code § 37-6A-2, you were required to return my deposit with any lawful itemized deductions within 45 or 60 days (60 days after termination or 45 days after a new tenant moves in, whichever is shorter).

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 W. Va. Code § 37-6A-5, willful or bad-faith noncompliance makes you liable for the unreturned deposit plus damages equal to one and one-half times the amount wrongfully withheld. 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 magistrate 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/west-virginia-security-deposit-demand-letter
Free template. Generate one with your own amounts, dates, and statute citations at GetMyDepositBack.org. Self-help, not legal advice.