

# Landlord's Notice to Tenant Security Deposit - Statement of Account

This must be forwarded to tenant within 10 days of the tenant giving up possession.  
See section 45, 46 of *The Residential Tenancies Act*

TO: \_\_\_\_\_  
(NAME OF TENANT(S))

AT: \_\_\_\_\_  
(ADDRESS OF RENTAL UNIT) (POSTAL CODE)

RENTED FROM: \_\_\_\_\_ TO \_\_\_\_\_  
(START DATE) (END DATE)

Total Security Deposit Received: \$ _____	
Interest Due: _____	
Total Security Deposit Plus Interest: \$ _____	
Less Deductions, as listed:	
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
5. _____	\$ _____
6. _____	\$ _____
7. _____	\$ _____
8. _____	\$ _____
9. <u>Outstanding Rent</u>	\$ _____
Total Deductions: \$ _____ \$ _____	
Balance to Tenant (Landlord) \$ _____	
<input type="checkbox"/> Cheque enclosed for \$ _____ <input type="checkbox"/> Please pay landlord \$ _____	

**Statement Mailed to:**

\_\_\_\_\_  
(Name of Tenant)

\_\_\_\_\_  
(Address)

\_\_\_\_\_

Date Mailed: \_\_\_\_\_

\_\_\_\_\_  
Signature of Landlord or landlord's Agent

**Name and address of landlord/agent:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Cheque enclosed

Copy of this statement sent to \_\_\_\_\_