

Security Deposit Return Form

In accordance with The Landlord Tenant Act, ALL Tenants are required to provide a forwarding address. Every unit is asked to submit a Security Deposit Return Form or we don't know where to send the Final Statement of Security Deposit. At the expiration of the lease, LRPM will inspect and photograph the unit according to the Move Out Guide.

In the instance that repairs and painting do not derive from normal wear and tear, these are costs that tenants can expect to be assessed against their security deposit on an itemized Final Statement of Security Deposit.

The Final Statement of Security deposit is sent out to the addresses YOU provide below and sent via USPS Certified Mail within 30 days of your lease expiration. Someone will need to sign for it at your address!

Frequently Asked Questions:

Q: Can I send an electronic version?

A: Yes, as long as it's clear and legible. Please email it to info@legacystatecollege.com.

Q: Do all the tenants need to sign the same form?

A: No, but EVERY tenant must choose the SAME option

Q: Can parents complete the form for their child?

A: No, the forms must be completed by the legal tenant of the unit.

Q: Can I sign it for my roommates?

A: No, each tenant must sign for themselves. We will compare signatures from previously signed documents.

As a UNIT please choose ONE ~ option A or B - all Tenants must agree to same option:

OPTION A: We wish to receive only 1 check issued to ALL tenants' names. We authorize Legacy Realty to send one check issued to ALL tenants' to the following person at the address provided below:

Address and Unit Number: _____

Tenant Name/Print &
Sign: _____

Forwarding
Address: _____

All tenants must authorize Legacy Realty to issue this check by signing below.

Tenant #1: _____

Tenant #2: _____

Tenant #3: _____

Tenant #4: _____

Tenant #5: _____

Tenant #6: _____

****Please note this option requires ALL tenants be present with ID to cash the check.**

OPTION B: We wish to receive **SEPARATE** checks divided in EQUAL amounts. We understand that there will be a \$10 fee for each additional check that is written. (ie. No charge for 1st check) and that the separate check fee will be deducted from the security deposit.

Address and Unit Number: _____

All tenants must authorize Legacy Realty to issue these checks by signing below.

Tenant #1: _____

Forwarding Address: _____

Tenant #2: _____

Forwarding Address: _____

Tenant #3: _____

Forwarding Address: _____

Tenant #4: _____

Forwarding Address: _____

Tenant #5: _____

Forwarding Address: _____

Tenant #6: _____

Forwarding Address: _____