

**NOTICE OF INTENTION TO IMPOSE CLAIM
ON SECURITY DEPOSIT**

A landlord must return a tenant's security deposit to the tenant no more than 15 days after the tenant leaves the leased property. The landlord may claim all or a portion of the security deposit only after giving the tenant written notice by certified mail to the tenant's last known mailing address of the landlord's intention to keep the deposit and the reason for keeping it. If the landlord does not send the notice within the 15 day period he/she cannot keep the security deposit. If the tenant does not object to the notice, the landlord may then keep the amount stated in the notice and must send the rest of the deposit to the tenant within 30 days after the date of the notice.

SOURCE: Section 83.49(3)(a), Florida Statutes (1990)

(Tenant's Name and Address)

Dear _____,
(Tenant's Name)

This is a notice of my intention to impose a claim for damages in the amount of
(Insert amount of damages) \$ _____ upon your security deposit due
to *(Insert damage done to premises or other reason for claiming security deposit)* _____

It is sent to you as required by 83.49(3), Florida Statutes. You are hereby notified that
you must object in writing to this deduction from your security deposit within 15 days
from the time you receive this notice or I will be authorized to deduct my claim from your
security deposit. Your objection must be sent to *(Insert Landlord's address)* _____

Landlord's Name _____
Address _____
Phone Number _____

This form was completed with the assistance of:

Name: _____
Address: _____
Phone Number: _____