# Security deposit refund

Massachusetts | Security deposit accounting worksheet

**Landlord or agent**

**Tenant name(s)**

**Rental address and unit**

**Statement date**

**Security deposit held ($)**

**Interest or prior refunds, if any (+/- $)**

Keeping part of the deposit? List each reason and its dollar amount below.

For a full refund, leave this section blank. Attach another sheet if needed.

**Deductions: what happened and how much each item cost**

**Total deductions, if any ($)**

**Refund to tenant ($)**

Refund = deposit + interest - prior refunds - deductions. Enter totals manually.

## Before sending money or a notice

This is an accounting worksheet. Check your state guide for deadlines, required notices, supporting documents and delivery instructions.

**Open the Massachusetts security deposit rules**