Security deposit refund

Virginia | 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 Virginia security deposit rules