[](https://www.smartsheet.com/try-it?trp=8710&utm_source=integrated+content&utm_campaign=/business+receipt+templates&utm_medium=security+deposit+receipt+word&lpa=security=deposit+receipt+word&lx=aTc70UdkmkSlXbRINZt1_12F3tjZfBYMXSEruozjq1E)

**SECURITY DEPOSIT RECEIPT**

|  |  |  |  |
| --- | --- | --- | --- |
| RECEIVED BY |  | DATE |  |
|  |  |  |  |
| **LANDLORD** | | **TENANT** | |
| NAME |  | NAME |  |
| ADDRESS |  | ADDRESS |  |
|  |  |
|  |  |
|  |  |
| PHONE |  | PHONE |  |
|  |  |  |  |
| **LEASE DESCRIPTION** | | | |
|  | | | |
|  | | | |
|  | | | |
|  | | | |
|  | | | |
|  | | | |

Tenant has paid Landlord $ \_\_\_\_\_\_\_\_\_ which Landlord holds as a security deposit for Tenant’s performance of all the terms of this lease. The security Landlord holds as a security deposit for Tenant’s performance of all the terms of the lease. The security deposit must be deposited at the following financial institution and may be mingled with the security deposits of Landlord’s other tenants:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Name of Financial Institution, Street Address, City, State, and Zip Code)

The security deposit will be refunded to the Tenant under lease terms when due if lease terms are met.

|  |  |  |  |
| --- | --- | --- | --- |
| LANDLORD NAME |  | SIGNATURE |  |