

WRITTEN DESCRIPTION OF SECURITY DEPOSIT DEDUCTIONS

Dwelling Address _____

Date _____

(Relevant paragraphs in the TAA Lease Contract include paragraphs 25, 41, and the specific paragraphs listed below)

Rent and utility payments

- 1. Unpaid rent--past due (indicate which month) (¶16)
2. Unpaid rent--future accelerated (indicate which months) (¶16, ¶32)
3. Unpaid rent--holdover (indicate number of days) (¶32)
4. Unpaid utilities during lease term: electricity water gas trash central system (¶17)
5. Agreed reletting charges because of resident's early move-out (¶11)
6. Charges for late payments (list which months) (¶16, ¶32)
7. Charges for bad checks or rejected electronic payments (\$ per item) (list which months) (¶16)
8. Utility company fees for transferring electricity back into the owner's name (¶17)

Damaged or missing property

- 9. Repair of broken or damaged items (list attached) (¶12)
10. Replacement of broken items (list attached) (¶12)
11. Irreparable damages to appliances, furniture, carpet, drapes, bathroom fixtures (list attached) (¶12)
12. Replacement of missing items (list attached) (¶12)
13. Replacement (during lease term or at move-out) of dead or missing smoke detector batteries (¶12)
14. Replacement of burned-out light bulbs (number of bulbs) (¶41)
15. Holes in wall or woodwork (list attached) (¶41)

Cleaning

- 16. Cleaning (highlight major cleaning which was done) (¶39)
17. Utilities for cleanup (estimation of utilities consumed during cleanup for which resident is liable) (¶41)
18. Trips to let TV cable, telephone, or Internet company employee in to retrieve equipment left by resident (¶41)

Animals

- 19. Initial charge for unauthorized animals (not to exceed \$100 per animal) (¶16)
20. Defleaing and shampooing carpet (describe whether such is due to animals or due to human carelessness, over and above normal wear and tear) (¶27)
21. Charges for unauthorized animals, days at \$ per day (not to exceed \$10 per animal per day) (¶16)
22. Charge for animal removed by owner (not to exceed \$100) (¶27)

Miscellaneous

- 23. Charges for unreturned keys at \$ per key; unreturned access cards at \$ per card; unreturned garage door openers or other remotes at \$ per device (¶15)
24. Unreimbursed service calls (for plumbing repairs, etc.) (explanation attached) (¶12)
25. Unreimbursed repairs to doors, windows or screens (explanation attached) (¶12)
26. Charges for removing or booting cars parked illegally by resident or occupants (what vehicle and when) (¶21)
27. Charges for packing, removing or storing property abandoned or held under contractual lien (¶13)
28. Charges for removing or rekeying unauthorized security devices or alarms (¶25)
29. Government fines for your failure to recycle or excessive false alarm charges incurred due to your fault (¶12)
30. Owner's eviction administrative charge (\$); attorney's fees and costs incurred in eviction suit (¶41)
31. Charges for special trips for trash removal caused by parked vehicles blocking Dumpsters (¶41)
32. Reimbursement (because of unapproved early move-out) for concessions made at beginning of lease
33. Other

TOTAL DEDUCTIONS \$

LESS: Credit for total security deposit (including co-applicant deposits and animal deposits) \$ ()

LESS: Credit for rent received to date from subsequent residents (if applicable) (¶32) \$ ()

AMOUNT DUE TO OR FROM RESIDENT(S) \$

Signature of Owner's representatives

Date mailed or hand delivered to resident