



Request for Final Review of Security Deposit Refund

RentWerx strives to ensure a fair distribution of the security deposit between the *Landlord and Tenant* based on all available information regarding the condition of the property just prior to the move-in, and just after the move-out. We recognize that there may be situations where an outgoing tenant has additional information that we initially did not take into account.

The purpose of this final review is to make sure that you have the opportunity to provide additional information when you are not satisfied with our initial security deposit itemization. Once this form is submitted, our review committee will objectively review all information, including your comments, solicit any additional information, and/or seek approval from the Landlord in making any appropriate adjustments. The process will follow the following steps:

- 1) Submission of the Request for Final Review of Security Deposit (by outgoing tenant) within 15 days of receipt of security deposit itemization.
- 2) Review Committee will re-assess the findings based on all available information to include all evidence tenant can present.
- 3) Within 10 days of the submission date, tenant will be notified via e-mail of the Committees findings along with any adjustments or explanations.
- 4) If there are any adjustments to the deposit based on the findings you will receive a Mutual Release Form (to be signed within 10 days) and then either a check or possibly an invoice for additional amounts owed.

If you would like RentWerx to conduct this review, complete the following information in as much detail as possible to include any picture or video evidence you can provide.

RentWerx is an agent for the Landlord and not the actual owners of the home.

Today's Date: _____ Date of Move out: _____

Name of Tenants on Lease: _____

Property Address: _____

Current E-Mail: _____

In the space below, state exactly what you are disputing regarding the return of your security deposit, your evidence, and your suggested resolution. Be specific and provide any documentation that will support your issues of concern. Examples may be an inventory and condition form, pictures, videos, or any other documents.

Email: Info@RentWerx.com Website: www.RentWerx.com

21222 Gathering Oak #103, San Antonio, TX 78260

Office: (210) 497-8686 Fax: (210) 247-9571

