### horizontal line**School Security Deposit Return Letter**

[School Name]  
[School Address]  
[City, State, Zip Code]  
[Date]

[Student’s Name or Parent’s Name]  
[Student’s Address]  
[City, State, Zip Code]

Dear [Student’s/Parent’s Name],

Subject: Return of Security Deposit

We are writing to inform you about the return of the security deposit associated with [Student’s Name]’s enrollment at **[School Name]**. The security deposit, originally paid on **[Deposit Date]** in the amount of **[Deposit Amount]**, has been reviewed and processed according to school policies.

**Security Deposit Breakdown:**

* **Original Security Deposit:** [Amount]
* **Deductions (if any):**
  + Outstanding Fees: [Amount]
  + Damages or Repairs: [Amount]
  + Other (Specify): [Amount]
* **Total Deductions:** [Amount]
* **Amount to be Returned:** [Amount]

Enclosed is a check/electronic transfer of **[Refund Amount]**. If you have any questions or concerns regarding this statement, please contact us at **[Contact Information]**.

Thank you for your time with us at **[School Name]**. We wish [Student’s Name] continued success.

Sincerely,  
**[Administrator’s Name]  
[School Name/Department]  
[Contact Information]**