
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]