# LANDLORD TENANT CLOSING STATEMENT

Landlord Name:
Leased Premises Address:

## Tenant Information

Name(s):
Forwarding
Address:

New Phone:
Other Information:

## Security Deposit

Security Deposit Amount Paid:
Other Deposits:
Rent Credit:

**Total Credit**

## Charges to Deposit and Credits

Cleaning Charges
Damage Repairs (list):

Unpaid Rent:
Uncollected Late Charges:
Uncollected Interest:

**Total Charges**

Amount Due to Tenant:
Amount Retained by Landlord:
Amount Due Landlord:
Comments:

Check Enclosed: Number: Amount:
Amount Due Landlord:
Signed by Landlord or Representative: _____
Signature

Date Delivered or mailed to Tenant:

If there is an Amount Due Landlord above, please forward the full amount to Landlord at the following address: