

Security Deposit Agreement & Refund Form

70 W. Northwood #1E Columbus, Ohio 43201 (614) 294-7067, 294-7068 (fax)

Unit: _____ Please read and sign this form Date: _____

REPAIR/REPLACEMENT/CLEANING CHARGES

If any items are missing or damaged to the point that they must be replaced when you move out, you will be charged for the current cost of the item, plus labor of \$65.00 by Property Management up to \$90.00 by subcontractor.

A representative list of replacement charges is provided below. These are average prices. If the Owner incurs a higher cost for replacing an item, you will be responsible for paying the higher cost.

Please note, this is not an all-inclusive list; you may be charged for the replacement of items that are not on the list.

*Cleaning and painting prices vary due to size and number of bedrooms.

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|-------------------------|--------------------------------|--|----------|
| 1. Window glass | \$ 40.00-\$500.00 | 24. Damaged carpet, Contract repair replacement cost | |
| 2. Refrigerator parts | \$ 25.00-\$150.00 | 25. Soiled carpet: | |
| 3. Patio glass doors | \$ 150.00-\$700.00 | 26. Damaged appliances, Contract repair/replacement cost | |
| 4. Window screens | \$ 55.00 | 27. Uncleaned oven | \$ 70.00 |
| 5. Disposal | \$ 85.00 | 28. Clogged garbage disposal | \$ 35.00 |
| 6. Patio screens | \$ 150.00 | 29. Uncleaned bathroom | \$ 60.00 |
| 7. Mirrors (bath) | \$ 60.00 | 30. Uncleaned kitchen | \$ 60.00 |
| 8. Mailbox keys | \$ 10.00 | 31. Painting, all charges billed in excess of a predetermined wear and tear allowance of \$ 40. 00 per unit to be paid by the Tenant | |
| 9. Doors (interior) | \$ 160.00 | 32. Holes, scratches in drywall | |
| 10. Light fixtures | \$ 20.00-\$85.00 | 33. Unauthorized painting, Contract repair/painting cost | |
| 11. Door keys | \$ 4.00 | 34. Holes, scratches in drywall | \$ 20.00 |
| 12. Light bulbs | \$ 1.00 | 33. Unauthorized painting, Contract repair/painting costs | |
| 13. Lock repair | \$ 50.00 | 34. Tears or burns in linoleum floor, Contract repair costs | |
| 14. Countertops | \$ 40.00 per foot | 35. Bent window frames, Contract replacement costs | |
| 15. Downspouts | \$ 35.00+contract repair | 36. Damaged plumbing fixtures, Contract repair costs | |
| 16. Ice trays | \$ 5.00 | 37. Damaged shower door | |
| 17. Extermination | \$ 35.00-\$75.00 per treatment | 38. Unswept fireplaces | |
| 18. Mailbox door: | \$ 45.00 | 39. Dishwasher repair | |
| 19. Mailbox lock: | \$ 20.00 | | |
| 20. Deadbolts | \$ 60.00 | | |
| 21. Broken entry door: | \$ 150.00-\$800.00 | | |
| 22. Broken door jam: | \$ 185.00 | | |
| 23. Broken light globe: | \$ 10.00-\$60.00 | | |

_____ Tenant	_____ date	_____ Tenant	_____ date	_____ Tenant	_____ date
_____ Tenant	_____ date	_____ Tenant	_____ date	_____ Tenant	_____ date
_____ Tenant	_____ date	_____ Tenant	_____ date	_____ Tenant	_____ date
_____ Tenant	_____ date	_____ Tenant	_____ date	_____ Tenant	_____ date

Security Deposit Refund Information

As we only send ONE security deposit check, please specify a person to be the recipient of the security deposit including their address to which the security deposit will be sent and, if available, a phone number in the event we may need to contract this person regarding handling of the security deposit. Thank-you.

Forwarding address for return of the Security Deposit:

Name: _____ Phone #: _____

Address: _____

City/State/Zip: _____