

**HIGHLAND MANOR
SECURITY DEPOSIT ADDENDUM**

This **Security Deposit Addendum** is incorporated into the lease agreement for _____ (Address)
_____ (Lease Dates or Term), and made a part hereof.

Upon Execution of this lease, Tenant paid a security deposit in the amount of \$_____ to be held by _____ . If the person holding the security deposit is a licensed real estate broker, acting as agent, it shall be held in the broker's trust account. If the Landlord is holding the deposit, then the deposit shall be held in an account maintained in the name of the Landlord. The deposit, less any amounts withheld, will be returned in one check made out to: _____, and will be mailed to the Tenant's last known address unless Tenant provides a different address.

Tenant may not use the security deposit as payment of the last month's rent without the prior written permission of the landlord.

Timing for Return of Security Deposit. Landlord shall deliver or mail to a tenant the full amount of any security deposit paid by the tenant, less any amounts that may be withheld, within twenty-one (21) days after any of the following:

- (a) If the tenant vacates the premises on the termination date of the rental agreement, the date on which the rental agreement terminates;
- (b) If the tenant vacates the premises before the termination date of the rental agreement, the date on which the tenant's rental agreement terminates or, if the landlord re-rents the premises before the tenant's rental agreement terminates, the date on which the new tenant's tenancy begins;
- (c) If the tenant vacates the premises after the termination date of the rental agreement, the date on which the landlord learns that the tenant has vacated the premises;
- (d) If the tenant is evicted, the date on which a writ of restitution is executed or the date on which the landlord learns that the tenant has vacated the premises, whichever occurs first.

When the Tenant vacates the premises, the tenant shall return all of landlord's property including all keys. If the number of keys returned is less than the number of keys given out during the lease term, the locks will be changed at the end of the lease term and the cost for changing the locks will be deducted from the security deposit.

If any portion of the deposit is withheld, Landlord will provide a statement describing the reason(s) for and the amount of money withheld. The Landlord still retains the right to sue for damage, waste, or neglect which are in excess of the amount of the security deposit.

Earnest money will be applied to the security deposit when all parties to the lease have signed the lease, including any required guarantors.

All tenants must sign this Agreement and, if there is more than one signatory, one signatory shall be designated to receive any documents, including any return of security deposit, under this Agreement.

Date: _____

Tenant Signature

Tenant Signature

Tenant Signature

Tenant Signature