FICTIONAL SAMPLE · DRAFTED BY DEMANDLETTERHUB FROM A MADE-UP CASE FILE · NOT LEGAL ADVICE

PLEASE VERIFY BEFORE SENDING

Unverified AI draft. Every fact must be checked against the records before use. It is not legal advice. Fill in every [ADD: …] placeholder, set the demand amount, confirm anything marked [VERIFY], and delete this box before sending.

- 1 citation could not be confirmed against the uploaded files (wrong page, or an amount or date not found on that page). It is marked [VERIFY: citation not confirmed].
- Timing: the move-out date is January 31, 2026, and the landlord's statement is dated March 19, 2026 and postmarked March 20, 2026. Check these dates against the Washington return and itemization deadline. The letter states no deadline because none appears in the sources.
- The forwarding address was given only by email on January 26, 2026, and the manager replied "Got it, thanks." Confirm this satisfies Washington's written-notice requirement and any notice clause in the full lease. The excerpt does not include one.
- The records do not show when the $460.00 refund was received. Only the client's March 24, 2026 email says she received it.
- The lease excerpt is one file page, but its text refers to lease pages 2, 5 and 7. Citations use [lease_excerpt.pdf p.1] plus section numbers. Check them against the full lease, including any non-refundable fee or other deposit terms.
- The tenant photos are described only in the photo log on the checklist file. The photos themselves were not provided. Confirm they exist and decide whether to enclose them.
- Amounts: the total deductions of $1,640.00 are as read from the landlord's statement and match the sum of the three items. The balance withheld is the deposit less the refund. Check both totals.
- The manager's move-out comment is quoted exactly as "Unit generally clean." The client's March 24 email paraphrased it as "clean." The move-out checklist also notes "Scuffs near light switches," which the landlord may cite. Decide whether to address this further.
- The demand amount, response deadline, payment instructions, delivery method, firm address, date and recipient ZIP are placeholders. Decide whether to copy the owner, Cedar Row Apartments LP.
- Items marked [VERIFY] in the State rules section (return deadline, itemization, penalties, local city or county rules) need attorney confirmation. No statute numbers or multipliers are included.

Marsh Okada LLP
[ADD: firm street address]

[ADD: city, state ZIP]
[ADD: phone] · [ADD: email]

[ADD: date]

VIA [ADD: delivery method]

Jill Saunders, Property Manager
Cedar Row Property Management LLC
2050 Harbor Mill Way, Suite 300
Port Linden, Washington [ADD: ZIP]

Re: Demand for return of security deposit. Former tenant Priya Ramanathan, 418 Fircrest Lane, Unit 12, Port Linden, Washington

Dear Ms. Saunders:

Introduction

We represent Priya Ramanathan, the former tenant of 418 Fircrest Lane, Unit 12, Port Linden, Washington, under the lease dated June 20, 2024 [lease_excerpt.pdf p.1]. Cedar Row Property Management LLC is the landlord under that lease, as agent for the owner, Cedar Row Apartments LP [lease_excerpt.pdf p.1]. Ms. Ramanathan has asked us to recover the balance of her security deposit. She disputes all three deductions in your March 19, 2026 statement [firm notes]. Please direct all further communication about this matter to this office.

The lease and deposit

The lease ran from July 1, 2024 to June 30, 2025, then month to month, at monthly rent of $1,950.00 [lease_excerpt.pdf p.1]. Ms. Ramanathan paid a refundable security deposit of $2,100.00, which Cedar Row received on June 20, 2024. You signed a receipt for it as Property Manager [lease_excerpt.pdf p.1].

The lease limits what may be deducted from the deposit. Section 4 states: "Landlord may deduct only for unpaid rent and for damage beyond normal wear and tear. Landlord will provide a written statement of the basis for keeping any part of the deposit, and return the balance, as required by law." [lease_excerpt.pdf p.1]

Two other provisions bear directly on the deductions:

- Section 14 (Cleaning): "Tenant shall leave the Premises in the same condition of cleanliness as at move-in, normal wear and tear excepted." [lease_excerpt.pdf p.1]
- Section 15 (Painting and carpet): "Repainting and carpet replacement due to normal aging are Landlord's responsibility." [lease_excerpt.pdf p.1]

Move-out

Ms. Ramanathan moved out on January 31, 2026. That day she handed you two unit keys, one mailbox key and one fob [move_in_move_out_checklists.pdf p.1]. On January 26, 2026, at 9:14

AM, she emailed you a "Notice of forwarding address" giving her new address as 77 Tamarack Court, Apt 5, Edgewater Bay, Washington, and asking that the deposit be sent there. You replied the same day: "Got it, thanks." [move_in_move_out_checklists.pdf p.1]

You inspected the unit on January 31, 2026, with Ms. Ramanathan present, and wrote on the move-out checklist: "Unit generally clean." [move_in_move_out_checklists.pdf p.1] The move-out checklist records the following:

- The living room carpet had a worn traffic path and a bleach spot near the closet, and was vacuumed [move_in_move_out_checklists.pdf p.1].
- The bedroom carpet had light staining by the window, and was vacuumed [move_in_move_out_checklists.pdf p.1].
- The walls had scuffs near the light switches, and the nail holes had been filled by Ms. Ramanathan [move_in_move_out_checklists.pdf p.1].
- The kitchen was clean, the oven was clean, and the refrigerator was clean and empty [move_in_move_out_checklists.pdf p.1].
- The bathroom was clean [move_in_move_out_checklists.pdf p.1].

The move-in checklist, which you and Ms. Ramanathan signed on June 28, 2024, records the same conditions at the start of the tenancy [move_in_move_out_checklists.pdf p.1]:

- Living room carpet: "Worn traffic path from entry to hallway. Small bleach spot near closet."
- Bedroom carpet: "Fair, light staining by window."
- Walls: "Painted in 2021 per manager. Nail holes in living room and bedroom."
- Kitchen and oven: clean.
- Bathroom: clean.

Ms. Ramanathan also photographed the unit on January 31, 2026, before returning the keys. Photos 1 to 6 show the living room, bedroom, kitchen, bathroom, oven interior and refrigerator interior, all clean. Photo 7 shows the living room carpet with the same worn path and bleach spot noted at move-in [move_in_move_out_checklists.pdf p.1].

The landlord's response

Your statement is dated March 19, 2026, and the envelope is postmarked March 20, 2026. It was mailed to the forwarding address Ms. Ramanathan gave you [landlord_deduction_statement.pdf p.1]. It lists three deductions and encloses a refund of $460.00. No invoices or receipts were enclosed [landlord_deduction_statement.pdf p.1]. The statement does not claim unpaid rent.

Item	Date	Amount	Source
Security deposit paid	June 20, 2024	$2,100.00	[lease_excerpt.pdf p.1]
Deduction: carpet replacement, living room and bedroom	Statement dated March 19, 2026	$950.00	[landlord_deduction_statement.pdf p.1]

Item	Date	Amount	Source
Deduction: interior repainting, full unit	Statement dated March 19, 2026	$480.00	[landlord_deduction_statement.pdf p.1]
Deduction: move-out cleaning	Statement dated March 19, 2026	$210.00	[landlord_deduction_statement.pdf p.1]
Total deductions (as read from the statement)	Statement dated March 19, 2026	**$1,640.00**	[landlord_deduction_statement.pdf p.1]
Refund enclosed	Statement dated March 19, 2026	$460.00	[landlord_deduction_statement.pdf p.1]
Balance withheld (as read: deposit less refund)		**$1,640.00**	[lease_excerpt.pdf p.1; landlord_deduction_statement.pdf p.1]

Each deduction is disputed for the following reasons.

- **Carpet replacement ($950.00).** The move-in checklist you signed records a worn traffic path and a bleach spot in the living room, and light staining in the bedroom. The move-out checklist records the same conditions, and Photo 7 shows the same path and spot [move_in_move_out_checklists.pdf p.1]. Section 15 makes carpet replacement due to normal aging the Landlord's responsibility [lease_excerpt.pdf p.1]. The records show no new damage.
- **Interior repainting ($480.00).** You told Ms. Ramanathan at move-in that the walls were painted in 2021, and the checklist notes nail holes in the living room and bedroom [move_in_move_out_checklists.pdf p.1]. By move-out she had filled the nail holes. The only wall condition you recorded was scuffs near the light switches [move_in_move_out_checklists.pdf p.1]. Section 15 makes repainting due to normal aging the Landlord's responsibility [lease_excerpt.pdf p.1].
- **Move-out cleaning ($210.00).** You recorded the kitchen, oven, refrigerator and bathroom as clean, noted that the carpets were vacuumed, and wrote "Unit generally clean." [move_in_move_out_checklists.pdf p.1] [VERIFY: citation not confirmed] Photos 1 to 6 show the same [move_in_move_out_checklists.pdf p.1]. Section 14 requires only the same condition of cleanliness as at move-in [lease_excerpt.pdf p.1].

On March 24, 2026, Ms. Ramanathan emailed you confirming receipt of the $460.00 and the statement. She explained these points and asked for the invoices and the return of the rest of her deposit. On March 27, 2026, you replied: "Charges are standard for a unit this age. Our decision is final." [landlord_deduction_statement.pdf p.1] As of April 10, 2026, no invoices have been provided [landlord_deduction_statement.pdf p.1]. The statement does not say whether the carpet has been replaced or the unit repainted, who did the work, or what it cost. A charge justified by the age of the unit is the normal wear and tear that Sections 4, 14 and 15 of the lease do not allow you to deduct.

Demand

On behalf of Ms. Ramanathan, we demand that Cedar Row Property Management LLC pay her [ADD: demand amount] by [ADD: response deadline]. Payment should be made as follows: [ADD: payment instructions].

Alternatively, by the same date, provide a complete itemized statement of the basis for each deduction, together with the invoices, receipts or other documents that support each charge. Those documents should show the work actually performed, who performed it, and the amount actually incurred.

State rules

This demand is made under the lease and Washington law governing residential security deposits. In general terms, Washington requires a landlord, within a set period after a tenancy ends, to return the deposit or give the tenant a written statement explaining the basis for keeping any part of it. A landlord that wrongfully withholds a deposit may face additional consequences. We reserve all of Ms. Ramanathan's rights and remedies. The specific requirements are:

- [VERIFY: Washington rule on security deposit return deadline]
- [VERIFY: Washington rule on itemization of deductions]
- [VERIFY: Washington rule on penalties for wrongful withholding]
- [VERIFY: local deposit rules for the property's city or county]

If we do not receive payment or the supporting documentation by the deadline above, Ms. Ramanathan will consider the remedies available to her. Nothing in this letter waives any right or claim, all of which are reserved.

Sincerely,

Helen S. Okada
Marsh Okada LLP