



**SECURITY DEPOSIT TRANSFER:**

**Property Name :** \_\_\_\_\_ **Apt. #** \_\_\_\_\_

(20\_\_\_\_-20\_\_\_\_ Lease)

Names of all Residents

\_\_\_\_\_  
\_\_\_\_\_

For the Lease executed On \_\_\_\_\_ 20\_\_\_\_ and Security Deposit in the amount of \$\_\_\_\_\_.

[ ] 100% of our Security Deposit will continue to be held for the above apartment for our 20\_\_\_\_ - 20\_\_\_\_ Lease with the Owner of the Property. By the Beach Properties, BTB Inc., will be transferring the rental deposit to:

(Owner's Name) \_\_\_\_\_

**NOTE: If 100% of the Security Deposit from the lease is NOT being transferred, please check the appropriate section below and fill in all the information.**

**SECURITY DEPOSIT: TRANSFER/REFUND**

Security Deposit will be returned **in one check** payable to

\_\_\_\_\_  
Mailed to the following address: (Please print clearly to ensure proper delivery)

\_\_\_\_\_  
**(If not 100% of deposit please complete below)**

[ ] \_\_\_\_% of our Security Deposit will be transferred to our lease

Resident Signature \_\_\_\_\_ Date \_\_\_\_\_

Resident Signature \_\_\_\_\_ Date \_\_\_\_\_

Resident Signature \_\_\_\_\_ Date \_\_\_\_\_

Resident Signature \_\_\_\_\_ Date \_\_\_\_\_

**OWNERS ACCEPTANCE OF DEPOSIT**

Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTE: The final Security Deposit transfer/refund amount will be determined after deducting any outstanding balances, charges for damages, etc. Residents transferring their Security Deposit will be responsible to pay any remaining balance due on the lease after the balance has been transferred.**