

Applicant Name: Jordan Ellis
Applicant Email: jordan.ellis@example.com
Document Date: October 8, 2026
To: Brightline Property Management
Property Address: 214 Maple Street, Apt 3B, Columbus, Ohio
Re: Demand for Return of Security Deposit

I am writing regarding the lease agreement for 214 Maple Street, Apt 3B, Columbus, Ohio, which ended on July 31, 2026. On July 31, 2026, I surrendered possession of the unit and returned all keys. On August 1, 2026, I sent my written forwarding address to you by email. The apartment was thoroughly cleaned prior to move-out, and I maintained photographs of its condition. More than 30 days have elapsed since possession was delivered and my forwarding address was submitted, but I have not received the return of my \$1,450.00 security deposit or an itemized written statement of deductions.

Verified legal basis

- [Ohio Revised Code § 5321.16](#)

Please take the following action within 14 calendar days from receipt of this document:

- Return the full \$1,450.00 security deposit balance to me.
- If any portion is withheld, provide an itemized written accounting specifying each deduction together with payment for any remaining balance.

If I do not receive your payment or itemized accounting within 14 calendar days from receipt of this document, I will initiate legal action in the appropriate court to enforce my rights. In court proceedings, a landlord who fails to comply with statutory deposit return and accounting requirements may be ordered to pay statutory damages equal to the amount wrongfully withheld, along with reasonable attorney fees.

Sincerely,
Jordan Ellis

Notice: Prepared from the information provided. This document is not legal advice.