

**Notice of Move Out and Request of Security Deposit Refund**

944 Willow Pond Street

On this date, \_\_\_\_\_, I am notifying the owners, Paul and Kim Romano of 944 Willow Pond Street, College Station, Texas 77845 of my plans to vacate the premises. Thirty days notice is required.

I will be moving out on \_\_\_\_\_. I am requesting my security deposit of \$250.00 be returned to me at the address listed below less any damages (other than normal wear and tear). I understand all of my belongings must be removed from the premises and my portion of the house will be clean. I will surrender keys to my bedroom and the front door. If any of my items are left in the house after the move-out date, these items will become the property of the owners and they may dispose of them as they wish. I will be charged a removal fee if workers have to be hired to remove these items or if I fail to clean my portion of the duplex.

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Address (Security deposit refund will be sent here.)**

\_\_\_\_\_  
**City, State Zip**

(\_\_\_\_\_)\_\_\_\_\_  
**Telephone Number**

**Signature**

**Date**

This completed form should be mailed to:

Paul and Kim Romano  
20 Las Brisas Circle  
Wylie, Texas 75098

This document can also be scanned and emailed to [kromantx@yahoo.com](mailto:kromantx@yahoo.com)