

# Dunlap Lilley Properties, Inc.

930 MLK JR. BLVD. STE. 106 CHAPEL HILL, NC 27514  
PROPERTY MANAGEMENT, RENTALS & SALES · 919-967-9992 · 967-9860 FAX  
[www.dunlaplilley.com](http://www.dunlaplilley.com)

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## SECURITY DEPOSIT REFUND FORM

The following information will be used to expedite the refund (if applicable) of your security deposit. If you have roommates, please make sure they know to fill out this form, as it may affect the date that your deposit is mailed to you if they have not filled out a form. Additionally, as stated in your lease, your deposit is not to be used as the final month's rent.

***Please make sure you have paid your last-month's rent in full (through the ending date on your lease), to avoid delays in your refund or your debt being turned over to a third party for collection. Also, make sure to turn in your keys (Including Mail Keys!) or you will be billed for maintaining possession of the unit and/or replacing a mailbox lock.***

Today's Date: \_\_\_\_\_

Name: \_\_\_\_\_

Roommate(s) names: \_\_\_\_\_

Moving out of Property located at: \_\_\_\_\_

Date of move-out: \_\_\_\_\_

Keys turned in to office? If yes, date returned: \_\_\_\_\_

Cable modem returned? (If applicable): \_\_\_\_\_

All rents paid in full? \_\_\_\_\_

Forwarding address for deposit refund: \_\_\_\_\_

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

(Note: make sure you have notified the Post Office of your new address!)

Contact Info: Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Comments or Special Instructions:

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Thank you for renting from Dunlap & Lilley Properties. By law, we have 30 days to refund your security deposit. Please wait at least 21 days before calling to inquire about your deposit refund. Please remember us when you decide to purchase your first home, we can help!