

To

The president  
Jalvayu Vihar colony, Phase-2  
Lucknow 226012

Date: 15 June 2023

Respected Sir,

I am writing this letter to request you to kindly refund the security deposit that you had taken for the apartment located at A-66, Jalvayu Vihar colony (phase-2), Sector-P Lucknow. I had paid an amount of Rs. 12,000/- as security deposit for the flat on Feb, 2021.

According to the rental agreement, the flat was supposed to be vacated 25 June, 2023. There were no damages made to the property and all the dues like electricity and water were also made clear before handing over the keys.

I, therefore, request you to please refund the security deposit amount at the earliest. In case of any further details, please call me at 9792350477.

Sincerely,

Manoj Singh

**Bank Details-**

**Name:** Manoj Singh  
**Bank:** Indusind Bank  
**Branch:** Alambagh, Lucknow  
**A/C No.:** 159792350477  
**IFSC Code:** INDB0000543