

FULL NAME			PHONE
333 RENT ADDRESS			
CITY		STATE	ZIP
NEW ADDRESS			
CITY		STATE	ZIP
PHONE	EMAIL		

Dear former resident,

Upon departure of your previous residence with 333 rent, it is understood that there were items that you may have concerns about that prevented a full security deposit refund. This form is intended for you to state those concerns.

On the following page, state the charge you are disputing with each charge on its own line, the room where the charge occurred and the reason you are disputing this charge.

In order to be reviewed your dispute(s) must have all three items filled out correctly. Documentation such as photographs with time stamps or dated written agreements will be helpful in settling dispute(s). Undocumented conversations with individuals or the office staff will not be considered.

Dispute(s) will be processed once the completed form has been received. The dispute process is a courtesy we extend to our former residents. Response to dispute(s) will be completed as time allows. All communication regarding the dispute(s) will need to be conducted in writing via email to info@333rent.com. 333 rent will not discuss disputes over the phone. Upon responding to dispute(s), the former resident has 30 days to reply with any further concerns or to settle the dispute(s).

We want to put every effort into investigating your dispute(s) thoroughly, thank you for understanding.

-333 rent management

EXAMPLE DISPUTE:

ITEM DISPUTING	LOCATION OF DAMAGE	DOCUMENTATION PROVIDED
REPLACED DAMAGED BLINDS	BEDROOM 1	YES
REASON: I REPLACED ALL THE BLINDS UPON DEPARTURE		

ITEM DISPUTING	LOCATION OF DAMAGE	DOCUMENTATION PROVIDED? Y/N
REASON:		
ITEM DISPUTING	LOCATION OF DAMAGE	DOCUMENTATION PROVIDED
REASON:		
ITEM DISPUTING	LOCATION OF DAMAGE	DOCUMENTATION PROVIDED
REASON:		
ITEM DISPUTING	LOCATION OF DAMAGE	DOCUMENTATION PROVIDED
REASON:		
ITEM DISPUTING	LOCATION OF DAMAGE	DOCUMENTATION PROVIDED
REASON:		
ITEM DISPUTING	LOCATION OF DAMAGE	DOCUMENTATION PROVIDED
REASON:		

FORMER LEASEHOLDER SIGNATURE	DATE