SAMPLE - every name, address, amount and image in this document is fictional. It shows the response packet a renter prepares with MoveOutGuard.

Alex Morgan (fictional)
2210 Elm Street, Apt 5, Austin, TX 78702

Jul 8, 2026

Sample Property Management (fictional)
500 Example Plaza, Suite 200
Austin, TX 78701

Re: Security deposit for 418 Willow Lane, Unit 2B, Austin, TX 78704 (move-out Jun 15, 2026)

I am writing about the itemized deduction statement dated Jun 30, 2026 for my security deposit of $1,500.00 for 418 Willow Lane, Unit 2B, Austin, TX 78704. I have reviewed each charge against my own records, and I would like to ask about the items below.

1. Wall repair and repaint - bedroom ($300.00)

I dispute $150.00 of this $300.00 charge.

The wall had two small nail holes from hanging pictures, which I filled before moving out. My move-in photo shows the wall already had scuffs near the window when I moved in.

My records for this item: Exhibit R1, Exhibit R2 (enclosed).

Please provide the invoice for this work; the move-in inspection report or move-in photos for this area.

2. Carpet cleaning - living room ($170.00)

I have questions about this charge of $170.00 and would like to understand it before I accept it.

I had the carpet professionally cleaned on my move-out day; my receipt is enclosed. I would like to understand what additional cleaning was needed.

My records for this item: Exhibit R3 (enclosed).

Please provide the receipt or proof of payment; the move-out photos showing this condition.

I do not dispute: Cleaning - kitchen and bathrooms ($180.00).

I ask that $150.00 of my deposit be returned to me for the items above.

Thank you for reviewing this. I would appreciate a written reply, and I am glad to provide anything else that would help resolve these items.

Sincerely,
Alex Morgan (fictional)

Enclosed: Exhibit R1, Exhibit R2, Exhibit R3.

Deduction review

418 Willow Lane, Unit 2B, Austin, TX 78704

Amounts are copied from the landlord's statement as entered; positions and explanations are the tenant's own statements; totals are calculated. Nothing here is a legal conclusion.

CHARGES

1. Cleaning - kitchen and bathrooms **$180.00**

Position (tenant's statement): I accept this charge

Provided with the statement (as reported by the tenant): an invoice

2. Wall repair and repaint - bedroom **$300.00**

Position (tenant's statement): I dispute part of this charge - disputed $150.00

Provided with the statement (as reported by the tenant): nothing marked

Tenant's evidence: Exhibit R1, Exhibit R2

Explanation: The wall had two small nail holes from hanging pictures, which I filled before moving out. My move-in photo shows the wall already had scuffs near the window when I moved in.

3. Carpet cleaning - living room **$170.00**

Position (tenant's statement): I have questions about this charge

Provided with the statement (as reported by the tenant): nothing marked

Tenant's evidence: Exhibit R3

Explanation: I had the carpet professionally cleaned on my move-out day; my receipt is enclosed. I would like to understand what additional cleaning was needed.

FIGURES

Security deposit	**$1,500.00**	entered by the tenant
Charges listed	**$650.00**	sum of the lines above
Statement's own total	**$650.00**	as written on the statement
Refund received	**$850.00**	entered by the tenant
Amount disputed	**$150.00**	calculated from the positions above

Checked: The listed charges add up to the statement's total of $650.00.

Checked: The deposit minus the charges ($850.00) matches the refund received.

EVIDENCE INDEX

Exhibit R1 - Move-in photo - bedroom-wall-move-in.jpg (illustrative image) - added Jul 1, 2025
Exhibit R2 - Move-out photo - bedroom-wall-move-out.jpg (illustrative image) - added Jun 15, 2026
Exhibit R3 - Receipt or invoice - carpet-cleaning-receipt.jpg (illustrative image) - added Jun 15, 2026

EXHIBIT R1

Move-in photo - bedroom-wall-move-in.jpg (illustrative image)

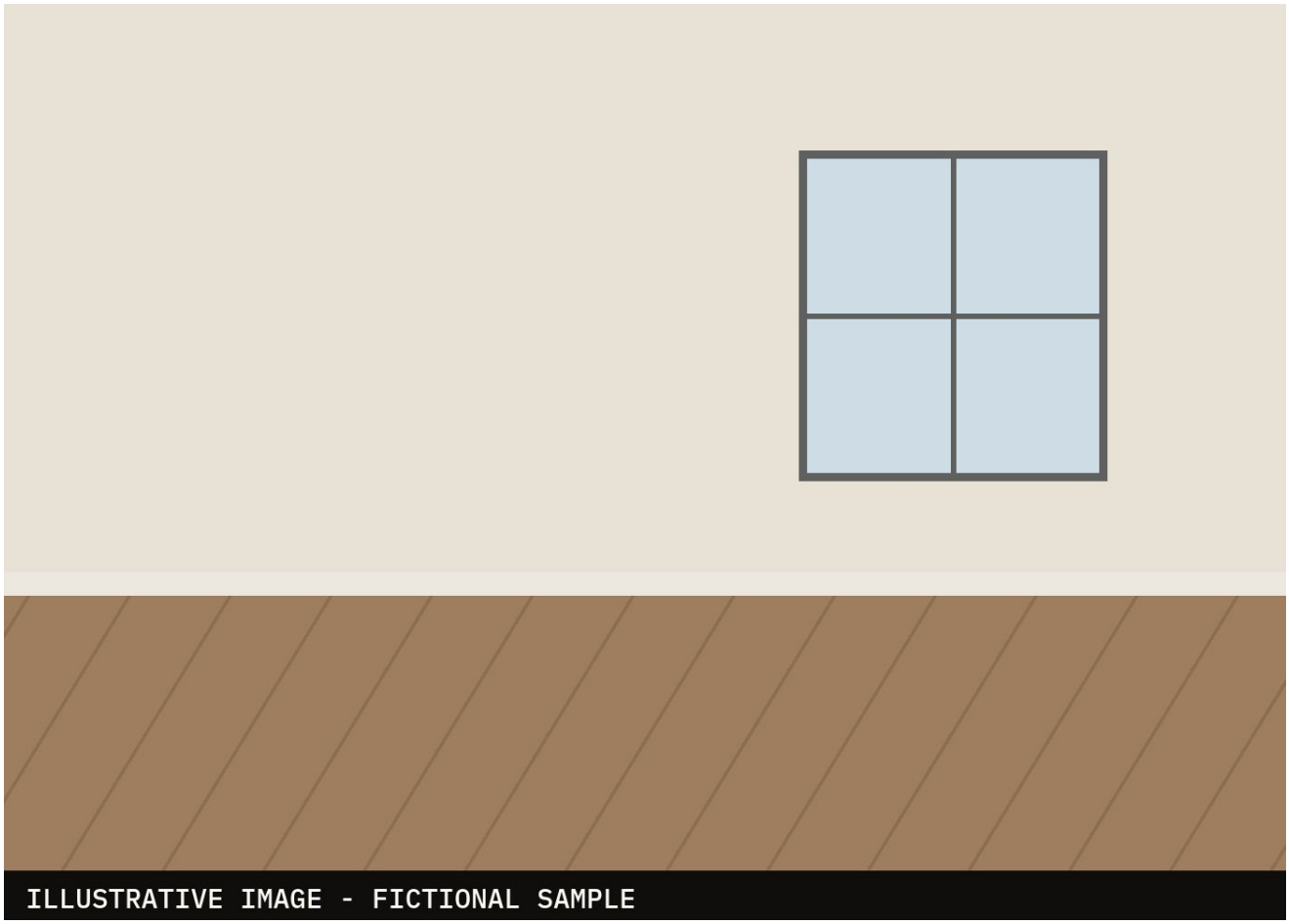


EXHIBIT R2

Move-out photo - bedroom-wall-move-out.jpg (illustrative image)

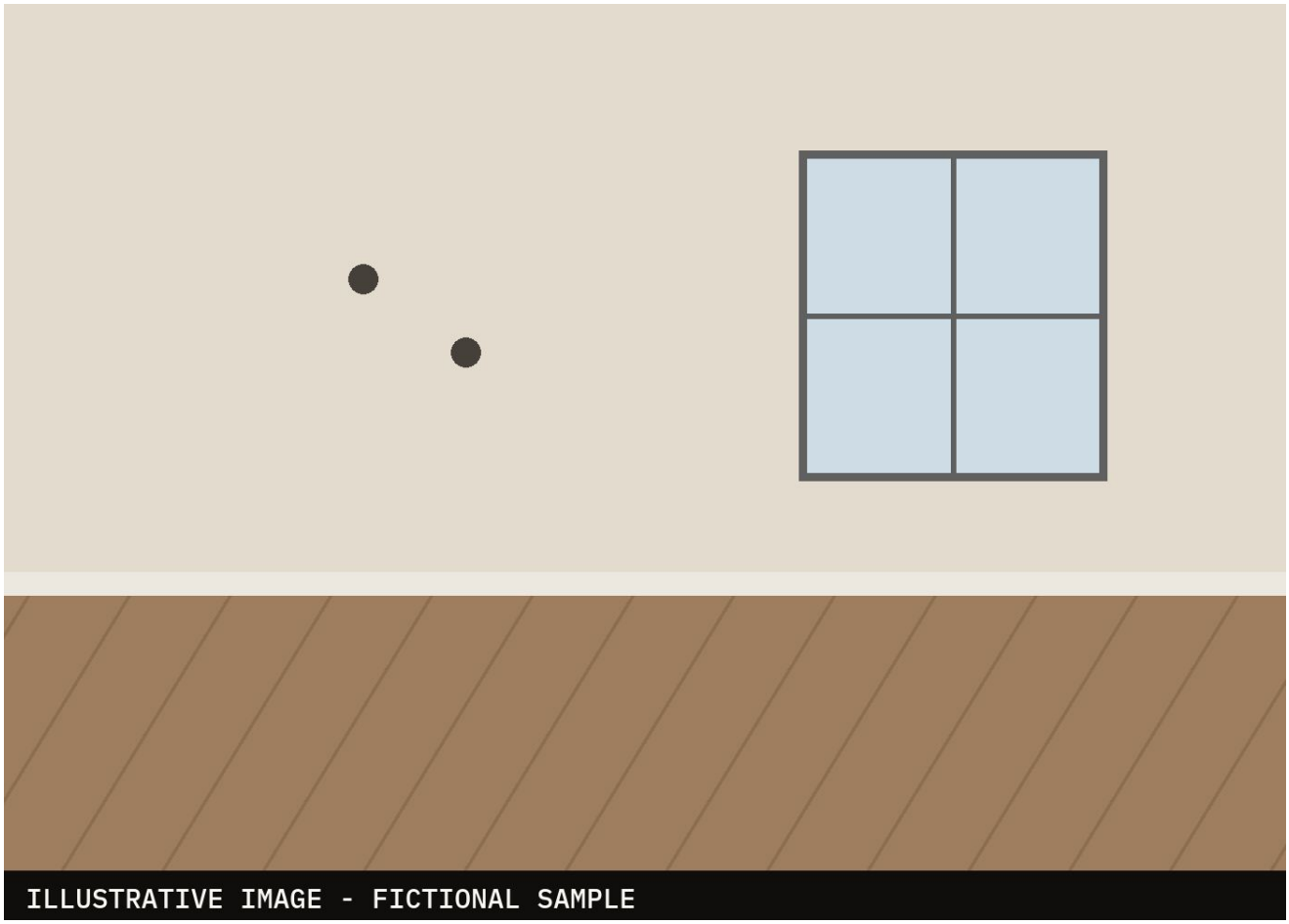


EXHIBIT R3

Receipt or invoice - carpet-cleaning-receipt.jpg (illustrative image)

