SECURITY DEPOSIT RETURN POLICY

Refund of the Security Deposit, less any outstanding payments, including damage/cleaning charges, will be returned to the tenant in accordance with New Jersey law.

The deposit will be refunded in the same method received with the exception of cash deposits which will be returned by check to the tenant at the address provided below. Payments made through Rent Café will be returned to the credit/debit card initially charged or by check for ACH payments. If the deposit was left by a university department on behalf of the tenant, the deposit will be returned to the University department. There will be no exceptions to this policy.

Payments made by a third party individual, will be issued to the tenant and not the third party unless indicated below.

Tenants wishing to have the security deposit refunded to a third party must indicate such below. Rutgers University will not be held responsible for refund agreements between a tenant and a third party.

I authorize the security deposit to be returned as indicated:

_________ I have paid my own deposit and agree to the return policy stated above.

_________ Sponsoring Department paid security deposit.

_________ Security deposit was paid by a third party other than the university. I am requesting that the refund be returned to the following person at the address listed below:

Check payable to: ________________________________
Mail to: ________________________________
______________________________
______________________________
Email: ________________________________
Phone number: ________________________________

I, ________________________________, have read and agreed to the Security Deposit Refund policy.

______________________________  ________________________________
Signature                        Date