



HAKIMIAN MANAGEMENT CORPORATION  
and affiliated companies

## SECURITY DEPOSIT REFUND FORM

So that we may mail out your security deposit refund, please fill out the following information. Then fax it to (212) 683-8109 to the attention of Monina Ramos. We will retrieve the funds from your special account and you will receive it in 2-4 weeks. Please direct all follow-ups and questions via email to [moninaramos@hakimian.com](mailto:moninaramos@hakimian.com). Incomplete forms will **not** be processed.

1) Your Building and Suite No. \_\_\_\_\_

2) Payee Name (check should be made out to): \_\_\_\_\_

3) Forwarding address : \_\_\_\_\_  
\_\_\_\_\_

4) Names and Phone numbers of tenant(s)

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

5) Signatures of tenant(s)

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