Key Receipt

Date: _____
Tenant: _____
Landlord: _____
Leased Premises: _____

DEPOSIT
The tenant provided a key deposit for the following amount: $_____. Tenant paid the deposit by

☐ Check
☐ Credit Card
☐ Cash
☐ Other: _____

KEY

The tenant acknowledges the receipt of the following set(s) of keys:

Room/Location	Number of Keys Provided

The tenant agrees to not change any locks on the leased premises or make any additional keys without the landlord's express written consent.

The tenant must report the loss of any keys to the landlord immediately.

Keys must be returned by the following date: _____. If the tenant does not return the key(s) by this date, they shall forfeit their key deposit.

The tenant acknowledges by their signature below that they have received all keys listed and agree to all terms set forth in this key receipt.

Tenant's Signature: _____ **Date: _____**