



## Damage Deposits Refund Request

Date .....

Subject: Request for Return of Damage Deposits

Dear .....

Reference is made to the Tropmed International House Contract Date.....I  
(Mr./Ms./Mrs.).....stayed in the room no.....of Tropmed International  
House, Chalermpkrakiat Building, Faculty of Tropical Medicine, Mahidol University for.....months.  
( from the month of.....until the month of.....) and paid for a damage deposit of ..... Baht  
(..... only)

As this Contract comes to an end, I hereby request the return of the damage deposit as  
mentioned above to be transferred to my bank account using the following bank details:

Account name.....

Account number.....

Bank name.....

Thank you very much in advance for your kind attention and assistance in this matter.

Sincerely Yours,

.....

(.....)

Remark: These deposits will only be transferred to the tenant's bank account within 30 days