

Letter Demanding Rekeying of Locks

You are entitled to have the locks rekeyed from the last tenant at the landlord's expense. This includes any key or security code that could be used to enter your home. The change must be performed within 7 days of moving in. A notice is not required to be given; however, if you suspect this has not been performed it is best to remind the landlord of their duty. You are also entitled to have the locks and other devices rekeyed at your expense at any other time upon written request.

How to fill in the blanks in the form:

- 1 The first blank at the top of the form is the Date. Put in the date you are filling out the form.
- 2 The next blank is Certified Mail Number on the left side of the form. (It costs about \$2.50 to send a letter certified, but you will get a card back in the mail that proves the landlord got your letter.) When you are at the post office, they will give you a green label that you will attach to your envelope. On the label is a certified mail number. Put that number in your notice letter. (You will also have to put that number on the green card you attach to the back of the envelope.)
- 3 The landlord's name can be the manager of the complex, the name of the complex, the owner, or the management company. (You have a right to know the name and address of the owner of the property and the management company if there is one.)
- 4 List the devices to be rekeyed, and whether you are requesting option one (landlord's expense within 7 days of moving in) or option two (at any other time at tenant's expense).
- 5 Sign the letter and fill in your address.
- 6 Make a copy of the form for your records. Landlords often fail to admit they receive anything from tenants.

Date: _____

Certified Mail Return Receipt Requested

(Landlord)

(Landlord Address)

(Landlord City, State, Zip)

Re: Demand for Rekeying of Security Devices

Greetings:

I request that you immediately rekey or change the security device(s) to the premises (including any devices having a key, card or combination, but excluding devices on closets or interior doors).

Select One:

Rekey at Landlord's Expense: Section 92.156 of the Texas Property Code requires each of these devices to be rekeyed or changed between tenancies at your expense within seven days of my move. I have reason to believe this was not performed.

Rekey at Tenant's Expense: Section 92.156 of the Texas Property Code requires you to rekey or change these devices at my expense as many times as I request.

If you fail to rekey or change these devices, or offer a reasonable explanation I will consider filing suit in court. If you fail to timely comply, you could be liable for a civil penalty of one month's rent plus \$500, punitive damages and my actual damages, court costs and attorney fees. See Texas Property Code Section 92.164. (This is not intended to be legal advice to you; consult your own attorney.)

Thanks for your prompt attention.

(Your Signature)

(Your Printed Name)

(Your Address)

(Your City, State, Zip)

(Your Phone Number)