

**From:** [Henningsen, Mara S](#)  
**Sent:** Tuesday, December 21, 2021 1:21 PM  
**To:** [dianeroth@](#)  
**Cc:** [Nguyen, Nancy T](#)  
**Subject:** FW: Elaine Benz

Elaine Benz  
c/o Diane Roth  
[REDACTED]  
New Berlin, WI 53151

Dear Elaine and Diane,

I received your letter and information in regards to the double billing for November and return of the security deposit.

I have confirmed with our accounting team that a check in the amount of \$6,665.00 was mailed to your address post marked 12/20/2021. The amount includes \$5,685.00 of the refund pursuant to section 4.4b of the lease for November as well as your \$1,000 security deposit minus a \$20.00 charge for housekeeping.

You should receive that check this week. If you do not receive it by Monday, December 27<sup>th</sup>, please contact me directly.

A copy of this letter has been sent to your address.

Regards,

**Mara SK Henningsen**  
Campus Administrator  
Regency Senior Communities | New Berlin