Sublease Form - Penningroth Apartments

Tenant(s) Request to Sublet Rental Unit
Tenant(s) have requested to sublet their rental unit as follows:

- Address:_____

- Sublet Dates (Mid-Month subleases are NOT allowed):

FROM _____ THRU_____

- Name(s) on the Lease: _____

1. Penningroth Apartments is not responsible for subletting your unit. It is tenant's responsibility to find someone to take over their lease. This includes, but not limited to, advertising and showing the unit.

2. Tenants will pay a sublet fee of $300 for the landlord's handling of the application process and preparation of the assignment documents. One half only of such administrative fee shall be refundable if the rental unit has not been sublet by the end of the term of this lease.

3. Tenant agrees to pay rent as specified in the lease until the new tenant begins occupancy. All leases run from the first day of the month to the last day of the month. The current tenant is responsible for all lease obligations until a new lease is signed. Tenant cannot use security deposit towards rent, nor can they leave their deposit for the subleasee. The security deposit will be held by Penningroth Apartments until the expiration of lease. The security deposit disposition will be made within 30 days after expiration of lease.

4. Tenant agrees to pay all utilities as specified in the lease until the new tenant begins occupancy. Utilities must remain in the current tenant's name until the date the new tenant begins renting.

5. All prospective sublet tenants must complete the application process and be approved by Penningroth Apartments

6. If and when a successful sublet is made Penningroth Apartments will sign a lease with the new tenant. This DOES eliminate present tenants' responsibility for any damages which might be incurred during the sublet period or for loss of rent is sublet tenants moves or fails to pay rent.

Contact Number(s) _____

New Address/Forwarding Address: _____

_____ _____
Tenant Sign Date Tenant Sign Date

_____ _____
Tenant Sign Date Tenant Sign Date

_____
Penningroth Apartments Property Manager Sign Date