

Sublease Agreement

Parties to this agreement are the Landlord, the Original Tenant and the New Tenant. Upon signing this Document, the Landlord consents to the sublease.

Original Tenant Name: _____ **Sub-Tenant Name:** _____
(Original Tenant Print Here) (Sub Tenant Print Here)

Address of Property: _____

Sub Lease Term (Dates): From _____ To _____

The Original Tenant agrees that they are and will remain, liable for the performance of all the terms of the Lease, including rent payments to the Landlord. **(Please complete all sections and fill in blanks.)**

1-Rent Payment Terms:

Sub Tenant agrees to make monthly rental payments to the _____ **[Original Tenant or Landlord]** in accordance with the terms of the Lease for the above mentioned Sub-Lease term.

Sub Tenant agrees to pay monthly rent for the above-mentioned Lease Term:	\$: _____ per month
Original Tenant agrees to pay: <small>(If Sub Tenant payment is less than the Original Tenant's total monthly rent indicated in the Lease contract; Original Tenant is subsidizing part of rent payment.)</small>	+ \$ _____ per month
Total Rent Due To Landlord:	= \$ _____ per month

Place a check mark by each item according to terms of the Lease, or Sub-Agreement between Original Tenant and Sub-Tenant.

Paid By:	Original Tenant	Landlord	Sub Tenant
Electric			
Gas (heat)			
Gas (hot water/cooking gas)			
Trash Tags			
Water/Sewer			
Internet			

2- Security Deposit:

The **Sub Tenant** agrees to pay a security deposit to **Original Tenant** in the amount of \$ _____

Sub Tenant acknowledges that the Security Deposit paid to the Landlord by Original Tenant. The Security Deposit shall remain payable to the Original Tenant in accordance with the Lease, except when reimbursed in full to the Original Tenant by the Sub Tenant.

- If Sub Tenant reimburses Original Tenant LESS than total security deposit indicated on Lease, Original Tenant will reimburse Sub Tenant amount indicated in blank #2 (less New Tenant's damages/cleaning charges).
- If Sub Tenant reimburses Original Tenant FULL security deposit indicated on Lease, West Shore Apartments will reimburse Sub Tenant FULL security deposit indicated on Lease (less cleaning charges/damages).

3-Damages:

The Sub Tenant hereby agrees to pay the Original Tenant for all damages that take place during the sub-letting and for all rent during the term of the lease. Landlord will work with Original Tenant to repair damages and determine the cost for repairs. However, no such dispute between the Original Tenant and Sub Tenant shall affect the rights of the Landlord to collect rent and damages in full from all parties.

4- Last Month's Rent:

The **Sub Tenant** agrees to pay a (pre-paid) last month's rent to **Original Tenant** in the amount of \$ _____ (will be \$0, unless Sub-Tenant is staying in apartment for the last month of Lease period and reimbursing Original Tenant for pre-paid Last Month's Rent.)

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5-Original Lease Terms Apply:

All of the terms of the original Lease, a copy of which is attached hereto, shall remain in full force and effect and shall be applicable in full to both the Tenant and Sub Tenant. If either Original Tenant or Sub Tenant needs a copy of the Lease, please request it in writing.

Original Tenant to provide 1) Lease, 2) Statement of Condition, and all 3) Keys to New Tenant.

—————> **Initials of Original Tenant and Sub Tenant** _____

6- On-Line Rent Payment Option:

Sub Tenant would like West Shore Apartments to set up an online account (Tenant Portal) to accommodate online rent payments.

YES NO

7- New Tenant Change Fee:

There is a \$50 processing fee for any assignment or sub-lease. \$50 fee to be paid by _____ [Original Tenant or Sub Tenant]

REQUIRED SIGNATURES

Original Tenant Name _____ **Signature of Original Tenant** _____

Printed Name of Sub Tenant _____

Signature of Sub Tenant _____ **Date:** _____

Sub Tenant Cell# _____ Sub Tenant Email _____

Permanent, Parent or Emergency Contact Person Name _____

Parent Phone # _____

Parent Email _____

Parent Address _____

If applicable (roommates):

Signature of other Tenant _____ **Date:** _____

Signature of other Tenant _____ **Date:** _____

Signature of other Tenant _____ **Date:** _____

Signature of other Tenant _____ **Date:** _____

Signature of other Tenant _____ **Date:** _____

Signature of other Tenant _____ **Date:** _____

Signature of Landlord _____ **Date:** _____