

# Subletting Request Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I hope this message finds you well. I am writing to formally request your permission to sublet my apartment located at [Apartment Address] due to financial hardship I am currently facing.

As you may be aware, [briefly explain your situation and the reason for financial hardship, e.g., job loss, medical expenses, etc.]. This has made it increasingly difficult for me to meet my financial obligations, including rent.

To alleviate some of this burden, I am proposing to sublet my apartment to [Proposed Subtenant's Name], who is willing to take over my lease temporarily. I believe [he/she/they] would be a responsible tenant and can provide references upon request.

I understand the importance of maintaining the integrity of our lease agreement and assure you that I will maintain open communication throughout this process. If you agree to this arrangement, I will ensure that all subletting terms are in compliance with our lease agreement.

Please let me know at your earliest convenience if you are willing to consider my request. I appreciate your understanding and support during this challenging time.

Thank you for your consideration.

Sincerely,

[Your Name]