

Letter of Conditions for Subletting Property

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Tenant's Name]

[Tenant's Address]

[City, State, ZIP Code]

Dear [Tenant's Name],

This letter serves to outline the conditions under which you may sublet the property located at [Property Address]. Please review the following terms carefully:

- **Approval:** You must obtain written approval from me prior to subletting the property.
- **Subtenant Application:** The prospective subtenant must complete an application form and provide references.
- **Lease Terms:** The sublease agreement must align with the original lease, including duration and rental amount.
- **Security Deposit:** A security deposit may be required from the subtenant, as per our original lease agreement.
- **Responsibilities:** You remain fully responsible for the condition of the property and the actions of the subtenant.
- **Duration of Sublet:** The maximum duration for subletting is [insert duration].

By adhering to these conditions, we can ensure a smooth subletting process. Please sign below to acknowledge your understanding of these terms and return a copy to me.

Sincerely,

[Your Name]

Tenant's Acknowledgment:

Signature: _____

Date: _____