

# Sublet Permission and Responsibilities Letter

Date: \_\_\_\_\_

To: \_\_\_\_\_

Address: \_\_\_\_\_

Subject: Sublet Permission and Responsibilities Agreement

Dear [Tenant's Name],

This letter serves as formal permission for you to sublet your apartment located at [Property Address] to [Subtenant's Name] for the duration of [Sublet Duration]. Please ensure that your subtenant abides by the terms of the original lease agreement.

## Responsibilities of the Subtenant:

- Maintain the property in good condition.
- Pay rent on time as agreed.
- Comply with all rules and regulations set forth in the lease agreement.

## Responsibilities of the Tenant:

- Ensure that the subtenant has received a copy of the lease agreement.
- Remain responsible for any damages caused by the subtenant.
- Notify the landlord of any issues concerning the subtenant.

Please sign below to acknowledge your understanding and acceptance of the responsibilities outlined herein.

Tenant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Subtenant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Thank you for your attention to these matters.

Sincerely,

[Your Name]

[Your Position]

[Landlord/Property Management Name]

Contact Information: \_\_\_\_\_