

Subletting Approval Letter

Date: [Insert Date]

[Landlord's Name]

[Landlord's Address]

[City, State, ZIP Code]

Dear [Tenant's Name],

We are writing to confirm the details regarding your request to sublet your apartment located at [Property Address]. After reviewing your application, we agree to the following terms and conditions:

Terms of Subletting Approval

1. **Subtenant Information:** The approved subtenant is [Subtenant's Name], who will be residing in the property from [Start Date] to [End Date].
2. **Rent Payment:** Rent remains payable to the landlord at the same rate of [Amount] per month.
3. **Security Deposit:** The subtenant will be required to pay a security deposit of [Amount], to be held as per our standard rental policy.
4. **Lease Agreement:** The subtenant will adhere to all terms and conditions outlined in the original lease agreement.
5. **Landlord's Right to Enter:** The landlord retains the right to enter the premises for inspection with proper notice.

Please note that you remain responsible for the lease and any damages that may occur during the subletting period.

If you agree to the terms outlined above, please sign below and return a copy of this letter to us.

Sincerely,

[Landlord's Name]

[Landlord's Contact Information]

Agreement

I, [Tenant's Name], agree to the terms of subletting as outlined in this letter.

Signature

Date: _____