

# Request for Sublease Agreement Approval

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[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 approval for a sublease agreement for my apartment located at [Your Apartment Address]. I would like to sublease the property to [Subtenant's Name], who has expressed interest in occupying the space from [Start Date] to [End Date].

The proposed subtenant is [Brief Description of Subtenant, e.g., employed, responsible, etc.]. I believe that they would be a respectful tenant and will adhere to the terms of the original lease agreement.

Please find attached the sublease agreement for your review. I kindly ask that you approve this request at your earliest convenience.

Thank you for your consideration. I look forward to your prompt response.

Sincerely,

[Your Name]