

# Inquiry About Subleasing Options

Date: [Insert Date]

[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 inquire about the possibility of subleasing my apartment located at [Your Apartment Address]. Due to [brief explanation of reason for subleasing], I believe that subleasing would be the best option.

Could you please provide me with information regarding your policies on subleasing? Specifically, I would like to know:

- Are there any restrictions on subleasing?
- What documentation would be required for a sublease agreement?
- Is there a specific process I should follow to obtain approval?

I appreciate your attention to this matter and look forward to your prompt response.

Thank you!

Sincerely,

[Your Name]

[Your Contact Information]