

# Sublease Permission Request Letter

Date: [Insert Date]

To: [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 permission to sublease my apartment located at [Your Address] due to an emergency situation that requires my immediate attention.

The reason for this request is [briefly explain the emergency situation]. As such, I will be temporarily unable to occupy the apartment from [start date] to [end date]. To ensure that the apartment remains occupied and maintained during my absence, I propose to sublease the unit to [Subtenant's Name], who has agreed to adhere to all terms of our lease agreement.

I understand the importance of seeking your approval and will ensure that the subtenant is fully aware of their responsibilities. I will also provide any required documentation and screening information as needed.

Your prompt consideration of this request would be greatly appreciated, as it would help alleviate the stressful circumstances I am currently facing. Please let me know if you require any further information or if we can discuss this matter at your earliest convenience.

Thank you for your understanding and support.

Sincerely,  
[Your Name]  
[Your Contact Information]  
[Your Apartment Number]