

Sublease Permission Request

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 [provide reason for subleasing, e.g., work relocation, personal circumstances], I will need to sublease the unit.

I have identified prospective tenants who are interested in subleasing the apartment. Their names are [Subtenant's Name(s)], and they have agreed to all lease terms and conditions. I have attached their rental applications and supporting documents for your review.

Please let me know if you require any additional information regarding the prospective subtenants. I appreciate your understanding and support in this matter.

Thank you for your attention to this request. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]