



SUBLET GUIDELINE FORM

I, _____, hereby agree to sublet my apartment located at
(current resident- Original Lessee)
_____ to _____.
(apartment address) (Sub-tenant)

This agreement will begin on _____ and will end on
(Month/day/year)

_____. The rental amount for the apartment is
(Month/day/year)

\$ _____ per month, which must be paid through the AppFolio online portal with all roommates'
(amount)

shares of rent. This can be done either by the original Lessee or sub-tenant depending on the arrangements

you make. The Original Lessee has collected a deposit in the amount of _____ from the sub-tenant
(amount)

which may be used by the Original Lessee in case of unpaid rent or damage to the unit. This deposit is

in no way limited to this amount, and if the rent and/or damages exceed this amount, Original Lessee may

pursue action in a court of law. The security deposit shall be returned on _____,
(date)

which is the date agreed upon by both parties involved. It is also understood that all residents on-lease

agree to the chosen sub-tenant and the arrangements that have been made. A copy of the sub-tenant's

driver's license or photo ID must accompany this form.

X _____
(Sub-tenant) (date)

Sub-tenant email: _____ Sub-tenant phone #: _____

X _____
(Original Lessee) (date)

X _____
(optional Sub-tenant cosigner) (date)

X _____
(optional notary/witness) (date)