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SUB-LEASE CONTRACT

 Apartment # \_\_\_\_\_\_\_

Tenants (print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sub-tenants (print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Original Tenants Responsibility:**

1. The tenants will take and accept full responsibility to ensure that any and all sub-tenants comply with all conditions, rules and regulations applicable to the original lease until the expiration of the term of this lease.
2. Tenants shall obtain permanent addresses, telephone numbers and references for each subtenant.
3. Original tenants must come to town and inspect the apartment on August 5th to make sure the apartment is ready for management by August 6th at 8:00am. All keys must be left on the counter with your forwarding address, phone number and the visitor parking pass.
4. Our company requires that the sub-tenants pay the rent to the original tenant each month. The original tenant will continue to pay for his rental account with his/her personal check or online thru their portal. He/she will also be responsible for any efforts necessary to collect rent from subtenants, maintenance and upkeep of the premises, and any fines imposed.

Deposit Amount: \_\_\_\_\_\_\_\_ Sub-leasing Dates: Move-in\_\_\_\_\_\_ Move-out \_\_\_\_\_\_\_

Rental Rate: \_\_\_\_\_\_\_\_\_\_\_\_\_

The original lease/rules state that there will be a charge for the month of August for half of the original rental rate \_\_\_\_\_\_\_\_\_\_\_\_; however, we will only charge for ten days for August. This charge is to give management time to get the apartment ready for the new occupants. The move out date will be August 6th at 8:00am. Please list who will be paying this amount:

Original Tenant \_\_\_\_ Sub-leaser \_\_\_\_

**Sub-tenants Responsibility:**

1. The sub-tenants agree to comply with all conditions of the original lease held by the tenants as well as the written rules and regulations and policies established by Brown Heights Properties.
2. The subtenants understand that parties, excessive loud noise, and pets are prohibited inside and out of the leased premises and all common areas. No grills allowed. Apartments must be kept in a sanitary condition at all times inside and out.
3. A security deposit, as defined in the original lease, is required from the subtenants. The money will be deposited and held by the tenant until the security deposit of the original tenant is refunded or applied to damages (the original tenant’s security deposit will be mailed from our office on September 6th).
4. The sub-tenant will be responsible for doing an inspection of the premises and listing any damages or defects existing immediately after move-in. For legal purposes he must keep a copy for himself and mail a copy to the original tenant within two days of his move-in, both copies must be signed and dated. This process will help prevent any disputes at the end of the lease.
5. Sub-tenants give permission for management to give their personal information out to the original tenants and parents if needed.
6. The landlord will not be a party to any dispute between them concerning responsibility for damages. The landlord will, as stated in the lease, deduct damages and unpaid rent from the security deposit of the original tenant(s).

Please list the utility details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**The Utilities (Water & Electric) must not be disconnected until August 6th.**

TENANTS SIGNATURE:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

SUBTENANTS SIGNATURE:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

The landlord reserves the right to enforce all rules and regulations of the original lease with the sub-tenants or the original tenants.

Landlords Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_