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[Date]

[Tenant's Name]

[Address of Premises]

Re: Permission granted to sub-lease. Rent to be paid to landlord by sub-tenant, but Tenant not released from obligation to pay rent and damages.

Dear _____:
[Tenant's Name]

This Notice concerns our Residential Lease Agreement, dated _____, 20____, wherein you leased premises at the following address:

Your request to sub-lease the premises is granted, on the condition, however...

If sub-tenant fails to pay rent, or causes damages and fails to fully pay for necessary repairs, then Landlord may ...

Your remedy will be ...

If you ...

(THE REMAINDER OF THIS FORM IS OMITTED FROM THIS SAMPLE PREVIEW).