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\_\_\_\_\_  
[Date]

\_\_\_\_\_  
[Tenant's Name]

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
[Address of Premises]

**Re: Permission granted to sub-lease. Sub-lessee to assume all liability under Lease.  
Original Tenant to be released from liability under the Lease.**

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. Contingent on ...

On \_\_\_\_\_, 20\_\_\_\_, I will meet with you and the Sub-Lessee for ...

If you ...

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