



Approval to Sublease

Address

Dear _____,

I currently live at the above address, under a lease we signed ____ months ago.

I need to temporarily relocate and would like your permission to sublet while I am gone, _____ through _____. I have lined up an excellent subtenant candidate. See below for more information about them.

Name: _____
Phone number: _____
Current address: _____
Occupation: _____
Place of employment: _____
Current landlord: _____
Monthly income: _____

I have attached income verification, credit and background checks. I understand that I will remain responsible for rent payments and for all the terms of our lease during the sublease period. I look forward to hearing from you.

Best,
