



# Sublease Agreement

According to the terms of your lease, you are responsible for rent and utilities until the expiration of the lease. You may sublease the apartment, with our approval. You will be released only when the following conditions are met:

1. Sublease agreement has been signed by all tenants.
2. An application, deposit, and photo ID must be submitted to Hunziker Property management from prospective tenant(s). You will be released of your obligations only when the incoming tenant begins their lease.
3. You are responsible for paying the full month's rent for the month you are vacating. Prorated rent collected for that month from the new tenant will be credited back to you with your security deposit.
4. Keys are to be returned to the main office no later than the vacating date you choose below. If all apartment keys are not returned, a lock change will be made and charged against your deposit. Once keys are received, we will know that the apartment is ready for us to inspect it.
5. Hunziker Property Management allows 10 business days between the date you vacate and the date the new lease begins, in order to prepare the unit for the new tenants. You will be financially responsible for rent until the new lease begins.
6. If you are finding the new renter(s) on your own, please check with our office on maximum occupancy and student eligibility for your apartment.
7. As of June 1st, all units still up for sublease will be advertised for August 1st availability, with note of earlier move in optional.

### Notice of Intent to Sublease

Today's Date \_\_\_\_\_

Dear Hunziker Property Management:

You are hereby advised that the undersigned will vacate \_\_\_\_\_ - \_\_\_\_\_  
Address Unit #

On \_\_\_\_\_, \_\_\_\_\_. The date given is a definite vacating date. I will return all apartment keys to  
Date Year

Hunziker Property Management on or before the above vacating date. I authorize the release of keys after that date. I understand that giving this notice does not release me of any liability that I may have under my present rental agreement until all sublease conditions have been satisfied. I agree that the \$100 sublease fee will be taken from my security deposit when my unit has been re-rented. This fee applies only when the tenant shows the apartment to the approved applicant and the new lease is signed.

Print Name _____	Signature _____
Print Name _____	Signature _____
Print Name _____	Signature _____

### Optional

With the signature below, you are employing Hunziker Property Management to advertise and show your apartment to prospective sublessees. The apartment will be advertised as available on the 11th business day following the vacate date. The sublease fee of \$250 will be taken out of your security deposit once the apartment is re-rented. We at no time guarantee the re-rental. Hunziker Property Management has the right to enter the apartment at reasonable times and with at least 24 hours notice to show the apartment to prospective tenants.

I have read and understood the above procedure for re-renting my apartment. I understand that I am not being released from any obligation until the apartment is re-rented and a new lease begins. Until such time, I am responsible for the rent and utilities for the apartment.

Print Name _____	Signature _____
Print Name _____	Signature _____
Print Name _____	Signature _____