

Date: _____

Address of Rental Unit:

I am hereby requesting permission from The Byron Company to sublease my apartment for the remainder of my lease.

My apartment will be clean and vacant as of (date): _____.

I agree to pay the \$100 sublease fee, whether The Byron Company finds a Sublessee or I do.

I understand that I must keep my rent current until a Sublessee is found and takes possession. I agree to pay for the time (rent) during which The Byron Company makes the apartment ready for a new tenant.

I understand that The Byron Company may, at its discretion and at any time, refuse to allow a sublease based on the condition of the apartment left by Lessee. I will make sure my apartment is presentable to show.

I understand that after I submit this notice, my apartment may be shown to prospective tenants. Appointments to show apartments are made Monday through Friday 10:00am to 4:30pm **without advance notice**. At any other time advance notice will be given.

I agree to any Sublessee that The Byron Company approves.

I understand that my security deposit refund will be mailed via U.S.P.S. within (30) THIRTY days after my lease expiration date (**not the date I move out**).

Forwarding address(es) for the return of security deposit:

Lessee Name (Print): _____

Phone: _____

Lessee Signature: _____

Lessee Name (Print): _____

Phone: _____

Lessee Signature: _____

Lessee Name (Print): _____

Phone: _____

Lessee Signature: _____