



## UCSB COMMUNITY HOUSING OFFICE

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ON-LINE LISTINGS ❖ EDUCATION ❖ DISPUTE RESOLUTION ❖ RENTAL SUCCESS GUIDE

### SUB-LEASE AGREEMENT

It is hereby agreed between Original Tenant (Sub-Lessor):

\_\_\_\_\_  
Name Phone

and the Sub-Tenant (Sub-Lessee):

\_\_\_\_\_  
Name Phone

Permanent Address: \_\_\_\_\_

that the Sub-Tenant will sublease the premises located at:

\_\_\_\_\_

for the period beginning on: \_\_\_\_\_ and ending on: \_\_\_\_\_

The rent is \$ \_\_\_\_\_ per month, payable on the \_\_\_\_\_ day of every month.

All rental payments shall be made payable to: \_\_\_\_\_

and mailed to: \_\_\_\_\_

A security deposit of \$ \_\_\_\_\_, payable to: \_\_\_\_\_ is due before moving in.

**A copy of the original Lease is attached to this agreement and incorporated herein. The Sub-Tenant agrees to comply with all the terms and conditions of the original Lease.**

The Original Tenant agrees to hook-up/provide the following utilities:

Gas  Electric  Water  Trash Removal  Cable TV  Phone  Internet Service

The Sub-Tenant agrees to hook-up/pay for the following utilities:

Gas  Electric  Water  Trash Removal  Cable TV  Phone  Internet Service

The Sub-Tenant acknowledges that the premises are in good repair, and in safe and clean condition unless otherwise indicated on the Inventory & Condition Report. The Inventory & Condition Report must be completed within five (5) days of occupancy and signed by the Sub-Tenant to take occupancy of the premises, returned to the Original Tenant for signature, see attached.

If the Inventory & Condition Report is not signed and returned to Original Tenant within five (5) days of occupancy, then the premises will be conclusively presumed to be in good condition. Upon termination of the tenancy, the Sub-Tenant will return the unit to the same level of cleanliness it was in at the inception of the tenancy. The Original Tenant shall have the sole right to determine whether the premises have been left in clean condition and in good repair. The Sub-Tenant shall not paint, wallpaper, add or change locks or make any alterations to the premises without the original Tenant's prior written consent. Upon violation, the premises shall be restored to the original condition at Sub-Tenant's expense.

*Sample Form*

If during the tenancy any problems arise the Sub-tenant agrees to contact: \_\_\_\_\_

at the following phone number/location: \_\_\_\_\_

**By initialing as provided, Sub-tenant acknowledges the receipt of the following documents (copies of which are attached hereto), and are incorporated herein by reference:**

- \_\_\_\_\_ Original Lease
- \_\_\_\_\_ Authorization for Sub-Leasing from the Property Provider
- \_\_\_\_\_ Building Rules
- \_\_\_\_\_ Inventory & Condition Report
- \_\_\_\_\_ Furniture Inventory & Condition Report
- \_\_\_\_\_ Deposit reconciled per landlord

**The undersigned have read the foregoing Lease prior to execution and acknowledge receipt of a copy.**

Dated this \_\_\_\_ day of \_\_\_\_\_, of the year \_\_\_\_\_

Original Tenant's Signature: \_\_\_\_\_

Sub-Tenant(s) Signature(s):

1st Tenant	Date
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2nd Tenant	Date
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*Sample Form*