

**Tallard Apartments LLC**  
Sublet Agreement

Definitions: Sublessor -- original tenant Sublessee -- new tenant

It is agreed between Tallard Apartments (landlord) and \_\_\_\_\_ (sublessor) that all rights and duties shall be transferred to \_\_\_\_\_ (sublessee) for the term of the sublet agreement specified below. The sublessee acknowledges receipt of copies of the original lease documents and agrees to be bound by the terms of the original lease consistent with this sublet agreement effective \_\_\_\_\_ (date).

Description of original lease and premise:

Address of rental unit: \_\_\_\_\_

Terms of original lease: \_\_\_\_\_ to \_\_\_\_\_  
(M, D, Y) (M, D, Y)

Term of sublet agreement: \_\_\_\_\_ to \_\_\_\_\_  
(M, D, Y) (M, D, Y)

Provisions of sublet agreement:

- A. The sublessor shall remain liable under the original lease. All current tenants, sublessor, and sublessee are signed both jointly and separately and agree upon all terms and conditions of the original lease.
- B. Strike (1) or (2). (1) Sublessor - (2) Sublessee agrees to pay \$100.00 sublet/administrative fee before this agreement becomes effective.
- C. The sublessee shall be liable for the full rent with the sublessor(s) in the amount of \_\_\_\_\_ per month (if postmarked by the fifteenth of the month, \_\_\_\_\_ per month).
- D. The sublessee shall pay no security deposit to Tallard Apartments LLC. The original security will remain held in a Tallard Apartments LLC account through the original lease. Security deposit will be returned to the original tenants named on the lease, unless other arrangements are approved in writing, by all parties.
- E. Rent of the sublessee shall be payable to "**TALLARD APARTMENTS LLC**" at the address of **1445 Regent Street, Madison, WI 53711**. Checks should include address of apartment.
- F. Rent of the sublessee shall be postmarked or received on or before the fifteenth day of each month. There is a \$25 fee for all returned checks.
- G. All tenants accept any liability for any disagreements between current tenants and sublessee. All tenants agree to the terms outlined in the Sublet Agreement.
- H. Sublessee shall not occupy premises prior to the signatures, by all applicable parties, on this agreement.

Agreed by:

Sublessor: \_\_\_\_\_ Date: \_\_\_\_\_  
(signature)

Sublessee: \_\_\_\_\_ Date: \_\_\_\_\_  
(signature)

Co-signer (if needed): \_\_\_\_\_ Date: \_\_\_\_\_

All Current Tenants: \_\_\_\_\_  
(signatures)

Landlord: \_\_\_\_\_ Date: \_\_\_\_\_  
(signature)