



AUTHORITY TO RE-LET

I/ We _____ (Tenant) authorize Lessor

to re-let apartment # _____ located at: _____

Monthly Rental Rate: _____ Lease Expiration Date: _____

Tenant agrees to give possession of their apartment to New Tenant (if one is found) on

_____.

Tenant understands that he/she/they shall not be released from the terms stated in their lease agreement, and is/are responsible for payment of monthly rent until the start date of New Tenant's fully executed lease. New Tenant MUST be approved by Lessor, and sign a new lease prior to move in.

If you would like us to market your apartment on your behalf, a \$200 marketing fee must be paid to reimburse our costs. Payment does not release you from the terms of your lease, nor does it guarantee that a suitable New Tenant will be found by your desired move out date.

If you would like to market the apartment yourself, there is no associated fee. However, any prospect you find will have to complete an application and be approved as would any new resident. Payment of a \$50 per person application fee and a \$350 administrative move in fee would be due from the prospect at the time the application is submitted.

Would you like us to market your apartment for you? yes / no (please circle one)

_____ Date _____
Tenant Signature

_____ Date _____
Tenant #2 Signature

Cell Phone Number: _____

Cell Phone Number: _____

Work Phone Number: _____

Work Phone Number: _____

Forwarding Address: _____