

ROOMMATE CHANGE [PERMANENT]

SOME (BUT NOT ALL) LESSEES WILL PERMANENTLY VACATE UNIT

This form must be completed by Current Lessees only, NOT new Lessees. All Lessees who are remaining in the unit must be willing to reside with new Lessee for the entire lease term. Therefore, it is in your best interest if all Lessees search for a new roommate that everyone can agree upon. Management will not get involved. All Lessees are financially responsible for monthly rent payments and all provisions of the lease.

All current Lessees are responsible for rent payments until a new Lessee's application is approved by management and an addendum is signed by all parties. Vacating Lessee must find their own new Lessee and will only be released from the terms of the existing lease agreement when the following conditions have been met:

1. Applicants must meet the criteria set forth in Application and deliver the \$50 application fee to our office;
2. Applicants must be approved by management;
3. Once approved, applicant must pay the \$300 administrative processing fee, regardless of the remaining length of lease; this is non-negotiable;
4. All parties (including cosigners, if applicable) must sign an Addendum which will be provided by management.

Current Lessee(s) are responsible for leaving the unit in move-in condition for the new Lessee, meaning all items are removed and the unit is thoroughly cleaned according to a move out checklist which will be provided by management. Current Lessee is also responsible for facilitating the move-in and must personally give all keys (including mail keys) to new Lessee. Management will not get involved in any disputes between Current Lessees and New Lessees.

By their signatures below, current Lessee(s) agree to these terms:

Vacating Lessee: _____ Move Out Date: _____

Vacating Lessee: _____ Move Out Date: _____

Remaining Lessee: _____

Remaining Lessee: _____

Remaining Lessee: _____