

## CONDOMINIUM SUBLET APPLICATION

### Directions

Applicant(s) please complete the enclosed application and submit it with the required attachments to the managing agent at the address listed below. If you are subletting this apartment through the services of a real estate broker you may have your broker submit the application to the managing agent. The managing will verify that the application is complete submit the application to the Condo Board for their records.

### About the Unit

Unit \_\_\_\_\_

Owner 1 \_\_\_\_\_

Owner 2 \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

### About the Rental:

Move In Date: \_\_\_\_\_

Lease Term \_\_\_\_\_

Move in inspection Board member and date: \_\_\_\_\_

Move out inspection Board member and date: \_\_\_\_\_

### About the Applicant(s):

Name 1 _____	Email _____
Telephone: (H) _____	(W/C) _____
Name 2 _____	Email _____
Telephone: (H) _____	(W/C) _____
Name 3 _____	Email _____
Telephone: (H) _____	(W/C) _____
Name 4 _____	Email _____
Telephone: (H) _____	(W/C) _____

**Applicant(s) Emergency Contact:**

<b>Applicant 1</b>	
Name _____	Relationship _____
Telephone: (H/C) _____	Email _____

**Required Attachments**

- Credit report for each applicant.
- Copy of the Rental Lease
- Application fee for \$250 payable to Lumberyard Condominium.
- \$500 Move In & Move Out refundable Security Deposit. Payable to Lumberyard Condominium.
- \$250 Move In non-refundable fee payable to Lumberyard Condominium.

**Authorizations**

I (we) hereby certify that the information presented in this information sheet is truthful. I (we) also certify that I (we) have done our due diligence to ensure that the renters are qualified to rent my (our) condominium. I (we) take full responsibility for the actions of our tenant(s), while they reside at the Lumberyard Condominium.

Owner 1 Signature _____	Date _____
Owner 1 Name (print) _____	Date _____
Owner 2 Signature _____	Date _____
Owner 2 Name (print) _____	Date _____