

Dartmouth

Campus Services | Real Estate Office
4 Currier Place, Suite 305, Hanover, NH 03755

NOTICE TO DARTMOUTH COLLEGE REAL ESTATE OFFICE OF REQUEST TO SUBLEASE

I, _____ (current tenant's name), the Lessee of the Dartmouth Real Estate Office housing located at _____, _____ NH and _____ (name of Sublessee), a graduate student or employee at Dartmouth College, have agreed that Lessee shall sublease the Premises for the period from _____ to _____ at a rent of \$ _____ per month. (Please note, rent may not be more than the rent Lessee is being charged by the College if the unit is being rented unfurnished. If furniture is included, then an increase in the rent amount may be no more than 10% of what Lessee is being charged).

If this sublease is approved by the Real Estate Office, Lessee shall continue to be responsible to Trustees of Dartmouth College for all the provisions under the lease agreement between Lessee and Dartmouth, including, but not limited to, all timely rent payments. The billing of the Lessee's student account for rent shall be continued if possible, otherwise rent must be submitted directly to the Real Estate Office by the Lessee. Sublessee shall be responsible for making rent payments to Lessee as agreed to by Lessee and Sublessee.

During the period of this sublease agreement the parties may be reached at the following addresses and telephone numbers:

LESSEE (current tenant)

SUBLESSEE

Name

Name

Street Address

Street Address

State/Town/ZIP

State/Town/ZIP

Home/Cell Telephone

Home/Cell Telephone

Lessee Signature Date

Sublessee Signature Date

REAL ESTATE OFFICE

Approved/Disapproved

Date