

Eck Real Estate Services, Inc.

REQUEST FOR ASSIGNMENT OF LEASE

1. Your lease with Eck Real Estate Services does not grant you the right to assign your lease agreement. This concession if granted is done so at the discretion of the management. **The management will not allow assignment for the last few months of your lease unless the assignee agrees to enter into a lease agreement for an additional year.** (No "summer subleases".)
2. To request permission for a lease assignment, you **must** complete and submit a signed copy of this form, along with a **\$400.00** fee, to ERES. ERES cannot consider an assignment before this is done. If ERES declines your request for assignment, the fee will be returned to you.
3. ERES assumes no responsibility for assigning your rental agreement. It is very important that you advertise your property and make every effort to find an assignee. Usually, we will not run advertisements specifically for your property. However, as a service to our residents, we will try to rent your apartment by drawing upon rental inquiries to ERES. (You might consider offering incentives such as rent or security deposit subsidies to new tenants. Tenants who do this are usually more successful in finding replacements.)
4. If a prospective resident is found who is willing to enter into a rental agreement for the balance of the term of your rental agreement, the prospective resident must complete the required rental application, pay the application fee and security deposit, and execute a lease agreement for the remainder of your lease term. The prospective resident must meet the Landlord's rental criteria to be approved. **Please consult with ERES before quoting a rent amount to a prospective tenant.** To assist you in the assignment ERES will try to not raise the rent or to keep any rent increase to a minimum. However, if you are paying below market rent or if improvement or refurbishment is necessary, rent would need to be adjusted to compensate for the added expenses.
5. **You will be responsible for all terms of your lease until the beginning date of a new resident's lease. This includes, but is not limited to rent payment and maintenance of all utility services.**
6. When you have moved out of the property, you will need to schedule with the management to perform a check out inspection and inventory. Charges against your deposit will be determined in accordance with your rental agreement for any damages to the premises other than normal wear and tear, including, but not limited to, necessary cleaning, painting, and carpet shampooing. Any deposit refund and rent proration will be mailed within 30 days of the beginning date of the new tenant's lease.

I, the undersigned, desire to assign the remaining term of my lease for property located at: _____.

My present lease agreement expires on following date: _____.

I request that ERES enter into a new lease with a new tenant beginning on or after: _____.

I understand that I am legally responsible for rent, utilities, and any other lease terms until my lease terminates on the beginning date of a new tenant's lease. I agree that I will relinquish access to the property after the check out process with ERES. I understand that a fee of \$400.00 is owed to cover the increased costs and that this fee must be paid in advance.

I understand that reasonable efforts will be made by ERES to contact resident(s) before showing the property to prospective assignees. If resident is unavailable, permission is hereby granted to management to enter the property solely for the purpose of showing the unit to prospective assignees. (_____) **Initial here if you do not want assistance from ERES in finding an assignee.**

Tenant (signature) Date

Tenant (signature) Date

Tenant (signature) Date

Tenant (signature) Date

ERES (signature) Date