



## SUB-LEASE AGREEMENT

SUBLEASE AGREEMENTS ARE NOT VALID WITHOUT THE OWNER'S APPROVAL  
(PLEASE READ THIS ENTIRE DOCUMENT BEFORE SIGNING)

Residents must meet the following criteria:

1. Have a zero balance on your rental account.
2. Have all Sub-Lessees (new residents) complete and sign a rental application form.
3. Complete all sections of this agreement.
4. Have all Sub-Lessors (original residents) and Sub-Lessees (new residents) sign this agreement.

**Sub-Lessors** (Current Residents) First and Last Names: \_\_\_\_\_

Apartment Street Address: \_\_\_\_\_ Apt. No.: \_\_\_\_\_ City \_\_\_\_\_

Original Lease Term: \_\_\_\_/\_\_\_\_, 20\_\_ to \_\_\_\_/\_\_\_\_, 20\_\_ Date Original Lease Signed: \_\_\_\_/\_\_\_\_, 20\_\_

**Sub-Lessees** (New Residents) First and Last Names: \_\_\_\_\_

### The above named Sub-lessors and Sub-lessees mutually agree to the following sub-lease terms:

All residents of each party must initial every clause of the sub-lease agreement as outlined below or the agreement shall not be valid.

All Original Initials	All New Initials	Sub-Lease Terms:
_____	_____	1. The Sub-lessors (Original Residents) acknowledge that they remain liable under all terms and commitments of the original lease, including payment of sub-lessees' obligations if the sub-lessees do not pay.
_____	_____	2. The Sub-lessees acknowledge that, per the terms of the original lease, they are responsible for obtaining a renter's insurance policy prior to occupancy and maintaining that policy throughout the term of the sublease. Occupancy will not be granted without documented proof of such policy (original lease holders should retain their renter's insurance until the expiration of the lease agreement). <b>(Please also complete reverse side.)</b>
_____	_____	3. The security deposit arrangement as set forth in the original Lease will remain unmodified. The Owner will not re-assign any portion of the security deposit, nor will the Owner accept or maintain any further security deposit money. The Owner does not acknowledge any other security deposit agreements or arrangements.
_____	_____	4. Total monthly rent for premises is \$_____, due and payable on the <b>first/fifteenth (circle one)</b> day of every month. The sub-lessees (New Residents) will pay \$_____ of the total every month and the sub-lessors (Original Residents) will pay \$_____ of the total every month. The term of this agreement covers _____ payment periods, making the total obligation of the sub-lessees (New Residents) \$_____.
_____	_____	5. The Sub-lessees acknowledge receipt of a copy of the original Lease, Community Policy and Addenda, and agree to be bound by all terms and conditions therein.
_____	_____	6. The fee for sub-lease Agreements is \$175.00, to be paid at the signing of this agreement.
_____	_____	7. If the Owner has provided furniture, there will be <b>no changes to any furniture provided</b> by the Owner under the terms of the original lease. The Owner will <i>remove</i> Owner's furniture at the Sub-lessees requests, but no additional or alternative items will be provided.
_____	_____	8. Sub-lease will start on ____/____, 20__ and end on ____/____, 20__, lasting for a total of _____ months.

### In Witness Whereof, These Parties Have Executed This Sub-Lease:

Signature	Date	Signature	Date	Signature	Date	Signature	Date
_____	_____	_____	_____	_____	_____	_____	_____
Signature	Date	Signature	Date	Signature	Date	Signature	Date
_____	_____	_____	_____	_____	_____	_____	_____

Owner's signature is in recognition of additional occupants ONLY:

Owner/Agent Signature \_\_\_\_\_ Date \_\_\_\_\_

**Also complete second page/reverse side...**

## Addendum: Requirement of Liability Insurance

### 1. Acknowledgments Concerning Liability Insurance.

Resident acknowledges all of the following:

- (a) Owner's property and liability insurance does not protect Resident or Resident's guests or invitees against loss or damage to personal property, or cover Resident's liability for loss or damage caused by the actions of Resident or Resident's guests or invitees.
- (b) Resident may be liable to Owner and others for loss or damage caused by the actions of Resident or Resident's guests or invitees.
- (c) Section 34 of Addendum #1 (Community Policy) requires Resident to maintain a renter's or liability insurance policy, which provides limits of liability in an amount not less than \$100,000.
- (d) Liability insurance does not protect Resident against loss or damage to Resident's personal property. It is Resident's responsibility to ensure that Resident maintains renter's insurance that adequately covers Resident's personal property.
- (e) Owner's Management Agent has informed Resident of an insurance program that provides Resident with an opportunity to purchase renter's insurance and/or liability insurance policies from ResidentShield™. If Resident has any questions regarding ResidentShield, Resident should contact ResidentShield directly by calling 1-800-566-1186 or visiting [www.ResidentShield.com](http://www.ResidentShield.com). **Resident is under no obligation to purchase Resident's required insurance through ResidentShield. ResidentShield is not owned or operated by Owner or Owner's Management Agent. The employees of Owner and Owner's Management Agent are not licensed insurance agents.**

### 2. Evidence of Insurance Coverage.

- (a) Resident is encouraged to contact ResidentShield regarding purchasing a renter's insurance and liability insurance policy. Until such time as Resident provides the evidence of insurance described in Section 2(b) below, Resident agrees to pay an additional \$13.00 per month to Owner in connection with Owner adding Resident as an "additional insured" to an insurance policy maintained by Owner. Resident agrees to provide any information and other cooperation needed for claims to be made under such insurance policy. Resident understands that: (i) the liability coverage provided by this insurance policy may be less extensive than a personal liability insurance policy or the liability coverage afforded to the "tenant" by a renter's insurance policy; and (ii) this insurance policy does not include any property insurance for Resident's personal property (see Section 1(d) above).
- (b) Prior to move-in or at any time during the Lease Term, Resident may, on a going forward basis, opt out of the additional monthly amount described in Section 2(a) by providing Owner's Management Agent with written proof that Resident has purchased renter's or liability insurance from ResidentShield or another insurance company licensed to do business in Wisconsin. Such evidence must indicate that Owner's Management Agent has been named as an "interested party" on the insurance policy so that Owner's Management Agent will receive notices of the policy's pending cancellation or actual cancellation. If during the Lease Term, Owner's Management Agent has any reason to believe that Resident's insurance has been cancelled or expired, Resident shall again be required to pay the additional monthly amount in Section 2(a) until Resident provides Owner's Management Agent with evidence of replacement insurance that satisfies the requirements of this Section 2(b).

### 3. Subrogation Allowed.

Resident and Owner agree that subrogation is allowed by all parties.

IN WITNESS WHEREOF, THESE PARTIES HAVE EXECUTED THIS LEASE AND ACCOMPANYING ADDENDUMS.

#### RESIDENT:

\_\_\_\_\_  
(Resident's signature) (Date)

\_\_\_\_\_  
(Resident's signature) (Date)

\_\_\_\_\_  
(Resident's signature) (Date)

\_\_\_\_\_  
(Resident's signature) (Date)

\_\_\_\_\_  
(Resident's signature) (Date)

\_\_\_\_\_  
(Resident's signature) (Date)

\_\_\_\_\_  
(Resident's signature) (Date)

#### GUARANTOR:

\_\_\_\_\_  
(Guarantor signature) (Date)

#### AGENT FOR OWNER:

SBA Management Services, Inc.

By: \_\_\_\_\_  
(Date)

Print Name: \_\_\_\_\_