

\_\_\_\_\_  
[Date]

\_\_\_\_\_  
[Landlord's Name]

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
[Landlord's Address]

**Re: Notice to Landlord: request permission to sub-lease**

Dear \_\_\_\_\_:  
[Landlord's Name]

I am your tenant at the following premises:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
[Address of premises]

Pursuant to the terms of the lease agreement referenced above, I would like to request permission to sub-lease the premises ...

I understand that I will remain liable on the lease if ...

Sub-Lessee ...

Occupation of ...

Should you have ...