



REQUEST FOR A LEASE ASSUMPTION

I/We, _____, would like my/our lease assumed by **approved** applicants for the address:
 _____, Chico, CA 959_____.

I/We will not let any interested parties take possession of the apartment without the prior written consent of Everett Apartments.

Full Apartment Assumption
 (All current residents moving out)

Roommate Lease Assumption
 (Addition and/or replacement of roommate[s])

 (Name of Leaving Roommate[s])

 (Name of Remaining Roommate[s])

In the case of "Roommate Assumption" applicants must meet Everett Apartments qualifications for residency **AND** remaining resident(s)/cosigner(s) must approve applicants as new roommate(s) prior to any exchange of monies or keys.

My/Our current lease ends on _____ and I/we _____ plan on vacating the
 residence on _____.
(Names)

The current Security Deposit on the residence is _____.
 I/We understand that the current security deposit, including additional deposit for pet, will remain on account with Everett Apartments until the contract ends **and** the unit has been vacated. It is up to the outgoing resident(s) to determine how much security deposit to require and collect from the approved assuming resident(s). I/We will not sign the *Forfeiture* until all security deposit agreements and payments have been made and I/We am satisfied releasing all rights to the apartment and the security deposit to the assuming resident(s).

Initial(s): _____

Everett Apartments will list a general ad on *Everett Apartments Free Rental Listing* which is distributed by Everett Apartments. The management office will give your contact information to said parties or you may choose to list your name and contact number directly on any advertising posted by Everett Apartments. This contact person will be receiving calls for showing of the apartment, security deposit information, and available move-in dates.

Interested Parties contact Management office

Interested parties may contact: _____
Name & Telephone Number and/or email address will be placed on free rental listing

You may also choose to post an ad on *www.craigslist.org*, the university housing office, local newspapers or any other method you think best. All additional advertising will be done at your expense if any.

Everett Apartments extends **NO** guarantee for lease assumption. Current resident(s) and cosigner(s) remain entirely responsible for terms of contract until/unless: 1. applicant(s) and cosigner(s) have been approved by Everett Apartments; 2. *Lessee Assignment and Forfeiture* has been received from outgoing resident(s); 3. *Lease Assumption* contracts signed; 4. Everett Apartments sends *Release of Obligation* letters to outgoing resident(s) and cosigner(s).

*By signing this document, I/We acknowledge that I/We have read and fully understand what a lease assumption is and what my responsibilities are. I/We also agree to the **One Hundred Fifty and 00/100 dollars (\$150.00) administration fee for each exiting resident which will be added to my/our account. This fee is non-refundable even if I/We change our mind(s) and decide not to continue with the lease assumption and is applied for each lease assumption request submitted.***

 (Outgoing/Remaining Resident) (Date)

 (Outgoing/Remaining Resident) (Date)

 (Outgoing/Remaining Resident) (Date)

 (Outgoing/Remaining Resident) (Date)