

# LEASE ASSIGNMENT

Address: \_\_\_\_\_ Apt. No. \_\_\_\_\_ Date submitted: \_\_\_\_\_  
Terminating Lessee \_\_\_\_\_ New Lessee \_\_\_\_\_  
Lease Assignment Effective Date: \_\_\_\_\_ Present Lease Dated: \_\_\_\_\_ Term: \_\_\_\_\_  
Lessor: Wolfe & Associates, Property Services  
Remaining Lessees: \_\_\_\_\_

## Terms and conditions:

- The new lessee agrees to accept the apartment in its present condition and assume responsibility for expenses incurred for cleaning or damage per the lease agreement.
- Transfers of all funds including deposit and pre-paid rent shall be done between the terminating lessee and the new lessee and or the remaining residents on the lease.
- New Lessee acknowledges by initialing here \_\_\_\_\_ that they are aware of an outstanding balance in the amount of \_\_\_\_\_ due to Lessor, and upon executing this document and the lease agreement, will be responsible for any outstanding balance due to Lessor.
- New Lessee acknowledges by initialing here \_\_\_\_\_ that they are in receipt of existing violation notices pertaining to this lease.
- It is the terminating lessee's responsibility to see that signed documents are delivered to Lessor.
- Payment of the \$110 lease assignment fee is due at the time this form is submitted.
- One Lease Assignment form is required for each terminating lessee.

**Terminating Lessee** hereby agrees to the above:

By: \_\_\_\_\_ Date: \_\_\_\_\_

**New Lessee** hereby agrees to the above and acknowledges that he/she has read and received a copy of the above referenced lease and hereby agrees to be responsible for the performance of all terms and conditions therein.

_____ Signature of New Lessee	_____ Date	_____ Date of Birth	_____ DL Number & State		
_____ Present Address	_____ City	_____ Phone	_____ Permanent Address	_____ City	_____ Phone

We, the **Remaining Lessee(s)**, hereby agree to the above:

_____ Name (Please Print)	_____ Contact Tel #	_____ Signature	_____ Date
_____ Name (Please Print)	_____ Contact Tel #	_____ Signature	_____ Date
_____ Name (Please Print)	_____ Contact Tel #	_____ Signature	_____ Date
_____ Name (Please Print)	_____ Contact Tel #	_____ Signature	_____ Date
_____ Name (Please Print)	_____ Contact Tel #	_____ Signature	_____ Date

**W&A (office use):** Lease assignment fee paid \_\_\_\_\_  
Terminating resident removed from lease \_\_\_\_\_ New Resident added to lease \_\_\_\_\_