



Sublet or Replacement Tenant / Relet Instructions

- Sublet or Replacement Tenant there is a \$400 fee due when you decide to sublet or have a replacement tenant. You find someone to take over your lease. Your Security Deposit remains on file and transfers to the new tenant. They must apply and be approved by Blue Ribbon Property Management prior to occupying the home. You are responsible for the lease payment and utilities until someone new moves into the home. If the utilities are not maintained, there is an additional \$50 fee and you will be billed for the utilities.
- Relet is 85% of one months rent fee due when the decision is made to relet. Blue Ribbon Property Management will find a new tenant to lease the home. You will be responsible for the lease payments and utilities until someone moves in. If you do not keep the utilities on there is an additional \$50 fee and you will be billed for the utilities. We will process your move out as normal and prepare a move out disposition/Security Deposit refund.
- No other persons may occupy the home except those named on the lease until: applications have been processed and approved, lease is in place, and they comply with move in date per the lease.

Email: managment@leasetexas.com for more information