

Lease Takeover Consent Form

Original Tenant

Last Name: _____ First Name: _____

Rental Address:

_____	_____	_____	_____	_____
Room	Unit	Address	City	Postal Code

Occupancy Date:

From: _____	To: _____
(YYYY/MM/DD)	(YYYY/MM/DD)

New Tenant

Last Name: _____ First Name: _____

Email: _____ Phone Number: _____

Occupancy Date:

From: _____	To: _____
(YYYY/MM/DD)	(YYYY/MM/DD)

Terms and Conditions

By signing on this agreement, the original tenant and new tenant both agree with the following terms:

1. The original tenant will give up the place and move out on time on the tenancy date set above.
2. The new tenant will take the room as is (i.e., no cleaning service or upgrades of the room or furniture provided), and shall be responsible for all the potential and existing damages.
3. During the lease takeover process, HRS Property provides only vital services (i.e., services that affect the safety of life or property).
4. HRS Property reserves the right to conduct background research to check the qualification of the new tenant. HRS may require the new tenant to send in documents including but not limited to Employment Letter, Paystubs, University Acceptance Letter, Credit Reports, etc. HRS shall decline to offer a new lease if the new tenant does not meet the criteria. Presenting a misinformation may result in an eviction of new tenant and the original tenant shall be liable for fees associated.
5. The lease takeover will be approved only when all outstanding balance is paid off.
6. This lease can be transferred from one party to another a maximum of one time.
7. There is a lease takeover fee which is \$175 per person per time associated for the administrative work and is non-refundable under any circumstances. HRS Property Management will draft a new lease and send it over to the new tenants once the lease takeover is paid by the original tenant or the new tenant. HRS shall not be held responsible or shall not refund the administration fee if the lease takeover fell through.
8. The new tenant will be responsible for the lease and the original tenant will give up all the obligations



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and the rights to the tenancy.

9. The original tenant and the new tenant will hand over the keys themselves and HRS Property will not be responsible for the handover of keys. If key(s) are incorrect, damaged or missing, HRS Property Management will not be liable for it.

Original Tenant's Signature

Date

New Tenant's Signature

Date

Landlord's Signature

Date

**You must attach new tenant's government issued ID and student ID (if applicable) to this form.*