

Date:  
Landlord Name:  
Landlord Address:

Re: Request for Consent to Sublease  
Premises:

Dear Sir or Madam,

We are writing to formally request your consent to sublease all or a portion of the premises located at the above-referenced address, currently leased by us pursuant to the Lease Agreement dated \_\_\_\_\_.

The proposed subtenant is:  
Name:  
Address:

The terms of the proposed sublease are as follows:  
Subleased Area:  
Term:  
Sublease Commencement Date:  
Sublease Rent:

We confirm that, upon subleasing, we will remain liable for all obligations under the Lease. Attached, please find any additional information with respect to the proposed subtenant as may be reasonably required for your consideration.

Please confirm your consent to the proposed sublease at your earliest convenience.

Thank you for your attention to this matter.

Sincerely,

Tenant Name:  
Title: