



**SUSSEX REALTY LTD.
PROPERTY MANAGEMENT**

274 OSBORNE ST. NORTH WINNIPEG MB R3C 0M7
Phone – 204-488-4444 Fax – 204-489-8319
E-Mail - leasing@sussexrealty.ca

NOTICE OF INTENT TO ASSIGN LEASE

Dear Landlord:

Please be advised that I wish to assign my Lease on Suite _____

at _____ effective for _____
Building/Address Date

I understand that although the Building Manager/Caretaker will assist me in the renting of my suite, **I will remain responsible for all obligations under the lease, including payment of rent, until such time as the suite is rented or the lease expires.**

I understand that it is my responsibility to locate a new tenant, to advertise and show the suite, and that management, while providing limited assistance, will not advertise. Management will not unreasonably withhold approval of an application to assign lease, however all applications must meet standard requirements and require the approval of Management, prior to the assignment of the lease.

I understand it is my responsibility to confirm the status of the assignment of my lease. I further understand that the receipt of an acceptable application does not release me from my obligations, until this application is confirmed by the applicant's paying rent and accepting occupancy.

Enclosed is my \$75.00 non-refundable Assignment of Lease administration fee, which in no way constitutes release for any obligations under the terms of the lease agreement.

Reason for Assigning: _____

Name: _____ Please Print Phone: _____ Home

Signed: _____ Tenant Signature _____ Work

Tenant Signature

Date: _____