

REQUEST FOR SUBLETTING

Tenant

Initials and family name _____ M / F

Date of birth _____

Tenant address _____ Room number _____

E-mail address _____ Telephone _____

Attachments: **Copy identification**

Postal address during the period of subletting

Street and number _____

Postal code and town/ city _____

Country _____

Subtenant

Initials and family name _____ M / F

Date of Birth _____

E-mail address _____ Telephone _____

Attachments: **Copy identification** **Copy student card or copy statement internship in Wageningen**

Current address

Street and number _____

Postal code and town/ city _____

Country _____

Period of subletting

Starting date of subletting _____ Final date of subletting _____

Payment

by tenant by subtenant

Signing of subletting agreement

Tenant and subtenant declare that the above has been filled out truthfully and agree to the general conditions with respect to the subletting as described in the conditions.

Subtenant certifies that he has received the Rental Conditions and the Rules and Regulations.

Signature of tenant

Signature of subtenant

Permission for subletting (to be filled out by TROTS)

Date

Signature of TROTS

This form is considered to be a subletting agreement when tenant, subtenant and TROTS have signed.

IMPORTANT

- 1) The official (main) tenant remains responsible for the room and the payment of rent!
- 2) All attachments must be included when handing in this form. Attachments are mentioned under tenant and subtenant.
- 3) With this subtenancy agreement, the subtenant can register at the municipality

CONDITIONS FOR SUB TENANCY

As subtenant you must belong to one of the following target groups:

- 1) Full-time students who are taking an MBO (intermediate vocational education), HBO or WO program at an educational institution in Wageningen or Ede;
- 2) PhDs who have employment contracts with Wageningen University;
- 3) Students and staff associated with Wageningen University, who are housed by Wageningen University in furnished rooms, whereby Wageningen University determines who belongs to its target group;
- 4) Students with an internship in Wageningen and Ede

Explanation

General rules for subletting

- a. You must have permission from TROTS to sub let your room. This is stated in the General Terms of Tenancy.
- b. As tenant, even during subletting, you are always responsible for the payment of the rent and the service costs and for the behavior of the subtenant. You are also responsible for the financial (not) actions of your subtenant; for example the payment of caused damages.
- c. As tenant, you need to inform your fellow corridor tenants of the subletting of your room.
- d. As tenant, you need to make sure that the subtenant is aware of the General Terms of Tenancy.
- e. The subletting is for the indicated period of time.
- f. After this date, the subtenant must vacate the room for the tenant who will occupy the room him/herself
- g. As tenant you are not allowed to ask for more rent than you pay TROTS for your room.

2. How do you obtain permission?

- a. Tenant and subtenant both fill out this form
- b. TROTS checks to see if you both meet the criteria mentioned.
- c. If the criteria are met, the tenant and subtenant need to officially identify themselves and sign the form. This form is then considered to be the subletting agreement.

3. Criteria the tenant must meet

- a. Subletting due to vacating the room
If you have given notice for your room, you can sub let your room for one month prior to the official end of the tenancy agreement. It is important that you inform the subtenant on how to leave the room behind properly.
- b. Subletting due to an internship
It is possible to sub let your room while you are away for an internship. You must have an official written statement from your school indicating that you will be away for an internship during the period of time filled out on this form.
- c. Subletting due to other reasons
You may want to sub let your room for other reasons; a vacation, an operation or taking care of your parents for some reason, for example. If this is the case, you need to include a letter with this form indicating the reason you want to sub let your room and for how long.
- d. As a tenant you have no arrears in your rent. There should be no report of nuisance

4. Criteria the subtenant must meet

- a. During the period of subletting you may not rent another TROTS room.
- b. As a student you have to meet the registration conditions of TROTS
- c. As a subtenant you have no arrears in your rent. There should be no report of nuisance.

5. Period of subletting

The subletting is for a period of 6 months maximum. Under certain circumstances, an exception can be made up to a year.