



APPLICATION TO AMEND/CHANGE LEASE

Building Name: _____ Unit# _____ Bedroom# _____ TenantID: _____

Your Name(s): _____ Application Date: _____

Current Address: _____ Lease Start Date: _____

City/State/Zip: _____ Lease End Date: _____

Phone (w/AreaCode): _____ Email: _____

Amendment Type: Sublease Assignment Early Move In Extend Lease Pet Application
 Other: _____

This application refers to the existing Lease Agreement made by and between **Robert Holmes / Holmes Property Management / RentUTK.com at PO Box 1335, Morristown TN 37816-1335** (“Landlord”) and the tenant or tenants noted above (“Tenant”). Landlord and Tenant have previously executed a binding Lease for the rental housing above and Tenant now requests to amend/change said lease and pay **\$50 Amendment Fee** (see below):

Sublease: Tenant requests Sublease to _____ for ___ months from _____ to _____.
Sub. Phone# _____ Email _____ (so we can Send Rental Application).
Tenant understands he/she must find own new guest and Landlord is not obligated to search, advertise or show unit to prospects. Tenant must continue to pay rent to Landlord as usual and collect from sub lessee. Application and Guarantee from sub lessee is required and must be approved by Landlord before move. Other requirements apply per “Lease Amendment – Agreement to Sublease” form available online.

Assignment: Allow _____ to take over remainder of my lease with permission of Landlord. Assignee must apply, be approved, pay down payment & fees then Tenant may be released from lease. Timing is important to sign docs & move out quickly as a new Tenant may need to move in on short notice.

Early Move In: Tenant requests early move in on _____ for reason: _____.
Tenant understands unit may be occupied and current guest is not obligated to move out early. If early move in is approved, unit WILL NOT BE CLEANED or REPAIRED and Tenant accepts unit “AS IS”.

Extend Lease: Tenant requests to extend lease for another ___ months from _____ to _____.
Tenant must be in good standing with all payments current and no lease violations, damages or compliance issues. Must have full group to fill ALL rooms in the unit and new members must apply online. New rates may be slightly higher due to renovations, upgrades, inflation, rising costs or market demand.

Pet Application: Tenant requests permission from Landlord and Owner to place ONE pet in unit noted above. Tenant understands many Properties, Owners & HOA’s have a strict NO PETS policy and all units that may allow pets on a Case by Case basis have monthly Pet Rent & one-time Pet Deposit charges. Monthly Pet Rent is required regardless of claims/labels such as ESP, Service Animal, etc (see Application for details).

Other: Tenant requests permission from Landlord and Owner to amend/change the lease for other reasons:

Please note Special Requests may not always be approved and the final decision is up to the Owner.

AMENDMENT FEE OF \$50 MUST BE PAID IN ADVANCE BEFORE WE CAN PROCESS YOUR REQUEST!

X _____
Tenant Signature Printed Name Date

Scan and email signed/completed form to Billing@HolmesPropertyMgmt.com 423-586-1770 office... or fax to 931-223-0169

Office Use: Received Date _____ Approved By/Date _____ Disapproved By/Date _____ Reason: _____
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