PLANNING TO SUBLET YOUR APARTMENT?

Solano Park leaseholders wishing to sublet their apartments may do so for one quarter/semester or during summer, provided they will be registered for the upcoming regular academic quarter/semester. The lease is unassignable either in whole or in part and the right of occupancy may not be granted to any other occupants without prior written consent from the University. In addition, your apartment may be sublet only to registered students of UC Davis.

Please read these important instructions before submitting Sublease Eligibility Statement:

- Complete the attached Sublease Eligibility Statement which must be signed by both you and your prospective subleease.
- Return the completed form to:
  
  University of California Davis  
  One Shields Ave, 160 Student Housing  
  Davis, CA 95616-8712  

- The Sublease Eligibility Statement must be approved by Residential Services before any agreement can be finalized.
- The leaseholder, not the subleease, is responsible for ensuring that the monthly rent is paid on time. Any late fees will be assessed to the leaseholder.
- The leaseholder may not sublease the apartment to a current occupant listed on the lease agreement (i.e. spouse, roommate, partner). The leaseholder may not remove an occupant from their lease in order to sublease to that occupant.
  o Additional occupants residing with the subleease must be related to the subleease.
- If the leaseholder has an additional adult residing in the unit, they must leave during the sublease period.
- The leaseholder is responsible for any damages to the apartment caused by the subleease while the apartment is being sublet. Any damage charges are the responsibility of the leaseholder.
  a. Leaseholder parking permits cannot be used on the subleease’s vehicle.
  b. If the leaseholder does not have a vehicle and the sublease is bringing a vehicle during the sublease period, the leaseholder must purchase a temporary permit at the S1 rate for the duration of the sublease period.
  c. If the leaseholder is not planning to take their vehicle with them while the apartment is being sublet, the leaseholder must purchase a temporary permit for the subleease’s vehicle.
  d. If the leaseholder will be taking his/her vehicle during the sublease period, the subleease will given a temporary permit, free of charge that will allow them to park in an S1 space.
  e. NOTE: all parking permits purchased at the Solano Park Office are charged to the leaseholder’s student account.
- The subleease is not authorized to request data port changes. It is the leaseholder’s responsibility to inform the subleease about this restriction.
- Key authorization for the subleease must be submitted to the Solano Park Office.
- The subleease cannot use the leaseholder’s mailbox to receive mail.

The University of California prohibits discrimination against or harassment of any person employed by or seeking employment with the university on the basis of race, color, national origin, religion, sex, physical or mental disability, medical condition (cancer-related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship or status as a covered veteran (special veteran, Vietnam era veteran or any other veteran who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized.) The University of California is an affirmative action/equal opportunity employer. Inquiries regarding the university’s equal employment opportunity policies may be directed to: Rahim Reed, Associate Executive Vice Chancellor-Campus Community Relations, Offices of the Chancellor and Provost, UC Davis, One Shields Ave, Davis, CA 95616; (530) 752-2071; fax (530) 754-7987 email reed@ucdavis.edu. Speech or hearing impaired persons may dial (530) 752-7320 (TDD).
SUBLEASE ELIGIBILITY STATEMENT
Before submitting, please review the first page of instruction for detailed information. This eligibility statement must be submitted for approval by UC Davis prior to signing any sublease agreement.

LEASEHOLDER INFORMATION

____________________________________ ____________________________________ ________________________________
Last Name                        First Name               UC Davis Student ID

___________________________________ ____________________________________ ________________________________
UC Davis Email Address                      Home Phone                     Mobile Phone

______________________________________ ______________________________________ ________________________________
Park Apartment Address                   City                           State             Zip Code

Requested Sublease Period:___________________________     to     ___________________________
Start Date                                              End Date

Reason for Request:
_______________________________________________________________________________________

Are you taking your vehicle with your during the sublease period?   ☐ Yes   ☐ No

Contact Information during Sublease Period:

_______________________________________________________       ____________________________________       ______       _________        _________
Address                                          City                                          State        Zip Code         Country

______________________________________               ______________________________________            _______________________________________
Home Phone (incl. country code if outside US)             Work Phone (incl. country code if outside US)           Mobile Phone (incl. country code if outside US)

______________________________________ ______________________________________ ________________________________
Leaseholder Signature                                                                                     Date

The information above is true and accurate to the best of my knowledge

SUBLEESEE INFORMATION

______________________________________ ______________________________________ ________________________________
Last Name                       First Name                      UC Davis ID

_______________________________________________________       ____________________________________        _______       _________       ________
Current Address                                              City                                     State           Zip Code         Country

______________________________________               ______________________________________            _______________________________________
Home Phone                                            Work Phone                                    Mobile Phone                                      Email Address

Other Related Occupants Residing in the Apartment during Sublease Period:

______________________________________ ______________________________________ ________________________________
First Name                          Last Name             Relationship to Subleesee

______________________________________ ______________________________________ ________________________________
First Name                         Last Name              Relationship to Subleesee

☐ Are you planning to bring a vehicle with you?   ☐ Yes   ☐ No

☐ currently enrolled undergraduate student
☐ currently enrolled graduate student

______________________________________ ______________________________________ ________________________________
Subleeese Signature                                              Date

This eligibility statement and any supporting documentation should be delivered to 160 Student Housing. Once Student Housing verifies applicant eligibility, an appointment will be scheduled for the sublessor and subleeese to meet with the Residential Services Manager to complete a Sublease Agreement.

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