

Application for subletting apartment

- A sublease must always be approved by us.
- Attach documents that support your application, such as employer's certificate, letter of admission or travel documents.
- When subletting student accommodation, in addition to the above documents, you must also attach a study certificate showing that the proposed subtenant meets our criteria for being allowed to live in student accommodation. You can find the criteria at kalmarhem.se.
- The application is not allowed for Youth accommodations.
- Read the full terms and conditions at kalmarhem.se.

YOUR APPLICATION

- E-mail your application to kundservice@kalmarhem.se or send it to Kalmarhem AB, Box 305, 391 23 Kalmar.

TO THINK OF

- Subletting without permission is a crime that can lead to you losing your rental agreement, likewise if the approval was based on incorrect information.
- You, as the tenant, are responsible for your apartment while the subletting takes place, for example that fault reports are made in time or that neighbours are not disturbed during the rental period.
- The rental agreement cannot be transferred to the subtenant.
- You may not charge a higher rent than you pay yourself. If water, electricity, broadband or similar are included in the rent, you may only charge for the costs you incur yourself.
- You are responsible for passing on information to the subtenant, for example before access during maintenance work or other well-being information.
- From the time we have received a complete application, the processing time is about 3 weeks.



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APPLICANT

Address	Object number (e.g. 170-2103)
Tenant, first name and last name	Personal identity number
E-mail	Phone number (mobile)
Temporary address during the subletting period	Valid from date

PROPOSED SUBTENANT

First name and last name	Personal identity number
E-mail	Phone number (mobile)
Current address	

SUBLETTING PERIOD AND REASON FOR APPLICATION

Carefully describe why you want to sublet and when you plan to move back. Maximum time for subletting is 1 year.

From	To
Reason for subletting	

THE FOLLOWING IS ATTACHED

- Employer's certificate, letter of admission or travel documents
- Other documents that support my need for subletting

SIGNATURE

By my signature, I confirm that the information provided above is correct.

Tenant	Date
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