

**Petition for Substitution**

Date: \_\_\_\_\_

North Berkeley Properties  
Leasing Department  
2115 Shattuck Avenue  
Berkeley, CA 94704

**Petition for Substitution**

Dear North Berkeley Properties:

I/We the tenant(s):

\_\_\_\_\_  
*(List all names of tenants giving notice)*

Of your property located at:

\_\_\_\_\_  
*(Street Address of Property & Unit Number, if applicable)*

I/We are requesting to be substituted from the lease agreement. The requested end date of my occupancy is:

\_\_\_\_\_  
*Date*

I/We the tenant(s) of your property understand that the full deposit will remain on file with North Berkeley Properties. I/We will arrange compensation for our share of the deposit with the replacement tenant. I/We waive any and all claims to said deposits.

It will be my/our responsibility to remove ALL belongings from the property, including storage lockers and garage spaces or to arrange an alternate method with the remaining tenants and new sub-tenants.

I/We understand that the submittal of this Petition for Substitution has not been finalized by North Berkeley Properties.

\_\_\_\_\_  
Tenant #1 Signature

\_\_\_\_\_  
Tenant #3 Signature

\_\_\_\_\_  
Tenant #2 Signature

\_\_\_\_\_  
Tenant #4 Signature