



C A G A N M A N A G E M E N T G R O U P , I N C .

Tenants sometimes request termination of leases in advance of their date. This is considered a release from an obligation. In our position as Management Agents, we are not authorized to do this. A Lease is a contract wherein the owners fulfill the major part of their obligation in advance, while the tenant fulfills his obligation only by continuing occupancy for the duration of the Lease. When a Lease is signed, services and appliances are provided, advertising and other expenses paid, it is only fair to expect the tenant to carry out his obligation.

Cagan Management Group, Inc. is a Managing Agent, only. Nevertheless, we also want to do what we can to accommodate tenants who request their Lease to be terminated.

Tenants with prior consent of ownership, may relet their Lease providing the prospective tenant proves to have satisfactory references acceptable to ownership. Ownership at their option, may agree to cancel the present Lease and make a new Lease with the prospective incoming tenant. You will then no longer be responsible for any liability under the terms of your present Lease.

In addition to continue paying your rent until your apartment is re-rented to a new tenant, you must pay the administrative charge of \$150.00 at the time of signing this Relet Agreement and secure a new applicant satisfactory to ownership. This covers the various costs of all administrative and computer work involved, welcome package to be given to the new tenant, the inevitable imposition upon the building engineer, and the unavoidable wear and tear on the building in moving in and out.

Enclosed is the Authorization to Relet to be signed by you and returned with your check. We cannot list your apartment on our Availability List, nor process any application until we receive the signed form and the fee.

AUTHORIZATION TO RELET

I, _____, reside at _____
in accordance with a Lease dated _____ hereby request and authorize Cagan
Management Group, Inc. ("CMG") to relet my apartment as of _____
or as soon thereafter as possible.

I further understand there will be no further notice from CMG whether they relet the apartment or not. In order to revoke this authorization and stay past the date stated above, I must request written permission from CMG via Certified Mail to 3856 Oakton St., Skokie, IL 60076. At such time, CMG will, in its sole discretion, decide whether the request can be approved and notify me in writing.

FURTHERMORE, in consideration for CMG's good faith efforts to find a new tenant for me, I agree to the following terms:

- A. Every adult to occupy the apartment must complete an application form and credit bureau information release, accompanied by a non-refundable fee of \$25.00 per person.
- B. No signs may be posted on any doors.
- C. All necessary repairs and cleaning are to be done, prior to relet tenant moving in. This does not include decorating or ordinary wear and tear.
- D. I understand and agree that **I am still responsible for paying my rent until the new tenant pays it.** If I fail to pay my rent on time, CMG has the right to take any and all action, as outlined in my Lease, necessary to enforce my Lease and collect my rent.
- E. I may not give the new tenant the keys to the apartment until approval has been given by CMG; otherwise the new tenant will be evicted as a trespasser and I will remain responsible for the rent and eviction costs.
- F. I have enclosed a check in the amount of \$150.00 to cover administrative charges for the Relet.
- G. I hereby give CMG permission to enter the apartment to show prospective tenants.

It is further understood that Lessee is not released in any manner from any obligation contained in the Lease by reason of the listing of this apartment for re-renting.

Tenant: _____
Print Name Signature Home Phone Work Phone Date

Tenant: _____
Print Name Signature Home Phone Work Phone Date

Accepted: _____ Date: _____
Cagan Management Group, Inc.