

Sublease Information

We allow each of our tenants to sublease their renting space for a certain duration of their lease.

Please understand that the sublease contract is between the TENANT and the SUBLET.

All rental payments and money owed will be paid for by the TENANT to the LANDLORD.

It is the responsibility of the TENANT to come to an agreement with the SUBLET on the price per month and the SUBLET will pay the TENANT.

Procedure

- Before you decide to sublet your space you must give us written notice
- Please send an email to info@WolverineManagement.ca to inform us with the following information:
 - Full name of SUBLET
 - Duration of Sublease
 - Move-in date
 - Move-out date
- Once we approve your request we will send the necessary forms and contracts for the TENANT and the SUBLET to sign
 - It is the TENANTS responsibility to distribute the contract and forms to the SUBLET and to ensure that the SUBLET signs the necessary documentation
 - It is the TENANTS responsibility to then scan those documents back to us at info@WolverineManagement.ca where we will keep such forms on file

Fees

- We require a one-time fee of \$100.00 be made with the return of the signed sublease agreement
 - This payment can be made directly through your online tenant portal using a credit/debit card
 - You may also pay via E-transfer or Check

Process

- Upon SUBLETs move-in the TENANT is responsible for key transfer
- Upon SUBLETs move-in one of our staff members will be present to go through the necessary forms and move-in procedures