

SUBLEASING 101

LEARN THE FACTS!



University & Community
Housing Services

University & Community Housing Office

UCen, Room 3151

Phone: (805) 893-4371

E-mail: housinginfo@housing.ucsb.edu

Website: www.housing.ucsb.edu



Summer Housing Options

If YOU are Looking for a Place to Live

- **University Owned Apartments**

- University Apartments will be available for students enrolled in Summer Session classes. The application is now open.
- The process will be on a first-come first-served basis, and we will begin sending contract offers in early May.
- See more at:
<http://www.housing.ucsb.edu/applications/summer-session-housing#sthash.8PqQtKIR.dpuf>

Subleasing: What is it?

ISLA VISTA - GOLETA - SANTA BARBARA

- A sub-contract: while the original tenant is away, a sublessor will take over the contract for a certain amount of time (usually 3 months maximum)
- Landlord is not always involved: make sure to look at the lease contract!
- YOU become the landlord and your sublessor becomes YOUR tenant!

Don't confuse this with REASSIGNMENT!

- Reassignment means that you are leaving permanently, need to find a replacement, and remove your name from the lease.
- We usually encourage you to do this IF you are going to be gone for more than 3 months OR if you are NOT returning at all
- There is usually a fee associated with reassignment
- And your roommates will typically have to sign an agreement on who is moving into your space

How Do I Find a Place to Live?

The Community Rental Listings Database

- Only UCSB students, faculty and staff can view the listings
- You can POST yourself as HOUSEMATE AVAILABLE
- Actively search for people posting in SUBLEASE NEEDED
- Be sure to update your listing every 30 days!

Facebook

- IV Housing for UCSB Students
- UCSB Housing

**IF IT IS TOO GOOD TO BE TRUE IT PROBABLY IS! BEWARE OF SCAMS AND
IF YOU ARE NOT SURE CHECK WITH OUR OFFICE!**

Go to: <https://rentallistings.housing.ucsb.edu/>

The screenshot shows the homepage of the UCSB Community Housing Rental Listings website. The header is dark blue with the UCSB Community Housing logo on the left and navigation links (Housing, Housemate, Sublease, Resource Center, Favorites, Help) in the center. On the right, there are buttons for 'List With Us' and 'Login'. The main banner features an aerial view of the UCSB campus with the text 'Community Housing Office Rental Listings.' and 'Click search to find and compare all of your housing options.' Below this is a 'Click To Start Searching' button. The footer section is white and includes the text 'Powered By RentCollegePads.com' with the tagline 'Student housing has evolved'. Below this are three main categories: 'FEATURED PROPERTIES', 'ANNOUNCEMENTS', and 'RESOURCES'. Under 'RESOURCES', there is a 'SUBLEASING PROGRAMS:' section with a 'Community Housing Office' button and a 'Sublease Smarts' graphic.

UCSB Community Housing

Housing Housemate Sublease Resource Center Favorites Help

List With Us Login

Community Housing Office Rental Listings.

Click search to find and compare all of your housing options.

Click To Start Searching

Powered By RentCollegePads.com
Student housing has evolved

FEATURED PROPERTIES

ANNOUNCEMENTS

RESOURCES

SUBLEASING PROGRAMS:

Community Housing Office

Sublease Smarts

Click LOGIN and then STUDENT LOGIN



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UCSB Community Housing

Housing Housemate Sublease Resource Center Favorites Help

List With Us Login

Community Housing Office Rental Listings.

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Click To Start Searching

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Student housing has evolved

FEATURED PROPERTIES

ANNOUNCEMENTS

RESOURCES

SUBLEASING PROGRAMS:

Community Housing Office

Sign in with your UCSB NetID

UC SANTA BARBARA

Authentication Service

LOGIN

From the Homepage you can search Vacant Listings

The screenshot displays the UCSB Community Housing website. The top navigation bar includes links for Listings, Favorites, Housemate, Sublease, and Resources, with a red circle highlighting the Resources link and an arrow pointing to it. A user profile dropdown shows the name 'katheri'. The main header features a large image of the UCSB campus with the text 'UC Santa Barbara Off-Campus Housing' and a sub-header 'Rent College Pads is a UC Santa Barbara university off-campus housing resource built to make the housing search easier for students'.

Below the header, there are search filters for Prop ID, Rent (ranging from \$0 to \$2500+), Beds (Studio, 1, 2, 3, 4, 5+), and Baths (1, 2, 3+). A red circle highlights the Rent and Beds filters. The first listing is titled '3 Large Lofts....Plaza Lofts (9...)' and includes details such as the date '06/25/2017', the number of units '3', the number of bedrooms '1', and the price range '\$3100 - \$3450'. It also features a 'coming soon' icon and buttons for 'CONTACT LANDLORD' and 'MORE DETAILS'.

The second listing is titled 'Abrego Villas Luxury Apart...' and includes details such as the date '06/10/2017', the number of units '1', the number of bedrooms '1', and the price '\$1625'. It also features a 'coming soon' icon and buttons for 'CONTACT LANDLORD' and 'MORE DETAILS'.

On the right side of the page, there is a map of the Santa Barbara area showing various locations marked with blue pins. The map includes labels for Los Olivos, Ballard, Santa Ynez, Buellton, Solvang, Las Cruces, Gaviota, Capitán, Goleta, Hope Ranch, Santa Barbara, Mission Canyon, Montecito, and Summerland. The map is powered by Google and includes a scale bar and a 'Terms of Use' link.

UCSB Community Housing

Listings Favorites Housemate **Sublease** Resources

katherine...

FIND SUBLASE

Search by apartment buildin

0 2000

Search

ADD A SUBLASE

Housing Subleases Near UC Santa Barbara university

DISCLAIMER

As a subscriber to the UCSB Online Rental Housing Listing Service, I agree to abide by all public laws and regulations pertaining to the rental of housing accommodations, including not discriminating on the basis of RACE, COLOR, RELIGION, NATIONAL ORIGIN, AGE, GENDER, MARITAL STATUS, DISABILITY, or SEXUAL ORIENTATION. However, I am entitled to specify the gender of a prospective tenant for a single room in my home. The University accepts no responsibility for any actions arising from these listings. The University has not accepted, approved or disapproved of this facility nor investigates, endorses or guarantees the suitability of those responding to any listing. Your listing will be activated on the next business day following submission and will be posted for 30 days. As a courtesy to our clients we ask that you notify us once you have found accommodations or filled your vacancy. We reserve the right to remove, edit, or withhold any listing.

Student notes:

The Off-Campus Rental Listing Service is free to currently enrolled UC Santa Barbara students. Students may:

- View and search listings
- Submit roommates listings
- Submit subleases listings

Save money and meet roommates. Find the perfect sublease here!

Sublease needed for Summer Session A and B

Living with 14 females living and sharing bathroom with 4 other females and having access to a car

Do you have a room to rent?

Macie Pingree

Street Address: 6534 Del Playa

mpingree11@hotmail.com

Post Roommate

Subleasing is to
REPLACE someone
already in the
house

Housemate
needed/available
is to fill a vacant
spot in the house

UCSB Community Housing

Listings Favorites **Housemate** Sublease Resources

katherine...

HOUSEMATE

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Save money and meet roommates. Find the perfect roommates here!

Post Roommate

Name

Amélie Goncharov

Email

I would describe myself as:

Messy

When Do You Prefer To Study?:

Steps to Subleasing Success

- Make sure everyone meets the potential sublessor
- Decide how much you will be charged for rent, utilities, and deposit.
- Summer Subleasing: Supply-high, Demand-low
 - Example: Rent=\$600. Lower to:\$500
 - Loss over 3 months=\$300 VS Loss over 3 months if you do not find sublessor=\$1800
- Start off asking for the rent owed BUT you may need to negotiate the terms (i.e. paying for utilities, lowering rent)
- **ALWAYS ASK for a security deposit** (usually equal to one month's rent)
- Be sure to have contact with the manager/owner so that THEY know who will be living there for the summer
- Be sure to get EVERYTHING IN WRITING (If on the phone then follow up in an email with the terms and ask for confirmation)
- Do NOT exchange any money WITHOUT first getting terms in writing AND seeing the place you are going to be renting (SUBLEASE AGREEMENT)
- Best to pay using checks, cashiers checks or money orders and NOT cash! If you pay in cash get a signed receipt!
- DO NOT WIRE ANY MONEY EVER!

Subleasing Agreement Form

- Be sure to fill out the SUBLEASE AGREEMENT FORM
- Have everyone sign it and then give a copy to your sublessor WITH your lease attached to it because they will need to abide by the terms of the original lease!
- Give a copy to your management company so they know who will be living in the place for the summer (in case of emergency)
- The more information you have the better!

 UCSB COMMUNITY HOUSING OFFICE
University Center, Santa Barbara, CA 93106-7160
E-Mail: ucsbcho@housing.ucsb.edu ♦ www.housing.ucsb.edu
Phone: 805-893-4371

ON-LINE LISTINGS ♦ EDUCATION ♦ DISPUTE RESOLUTION ♦ RENTAL SUCCESS GUIDE

SUB-LEASE AGREEMENT

It is hereby agreed between Original Tenant (Sub-Lessor):

Name _____ Name _____
and the Sub-Tenant (Sub-Lessee):

Name _____ Name _____

Permanent Address: _____

that the Sub-Tenant will sublease the premises located at: _____

for the period beginning on: _____ and ending on: _____

The rent is \$ _____ per month, payable on the _____ day of each month.

All rental payments shall be made payable to: _____

and mailed to: _____

A security deposit of \$ _____, payable to: _____

A copy of the original Lease is attached to this agreement and in compliance with all the terms and conditions of the original Lease.

The Original Tenant agrees to hook-up/provide the following utilities:

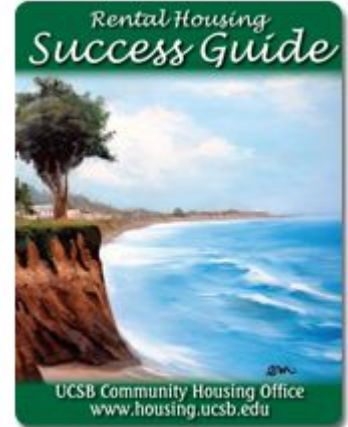
☐ Gas ☐ Electric ☐ Water ☐ Trash Removal

The Sub-Tenant agrees to hook-up/pay for the following utilities:

☐ Gas ☐ Electric ☐ Water ☐ Trash Removal

The Sub-Tenant acknowledges that the premises are in good repair, and indicated on the Inventory & Condition Report. The Inventory & Condition Report of occupancy and signed by the Sub-Tenant to take occupancy of the premises upon move-in.

If the Inventory & Condition Report is not signed and returned to Original Tenant, the premises will be conclusively presumed to be in good condition. Upon termination of the lease, the Sub-Tenant shall return the premises to the same level of cleanliness it was in at the inception of the lease. The Sub-Tenant shall be responsible for determining whether the premises have been left in clean condition. Upon violation, the premises shall be restored to the original condition.



SUBLEASING SMARTS

- DO NOT SUBLEASE to people not affiliated with UCSB!!!
- Record the terms in a WRITTEN document
 - Sublease Agreement (i.e. monthly rent, utilities, parking, ect)
 - GET EVERYTHING IN WRITING
- Ask for a SECURITY DEPOSIT!
- Do not take cash as payment if possible!
- START looking NOW to avoid making a bad decision!
- If in doubt then REACH OUT and contact us at the office!

Transitional Housing

If you are looking for housing between your housing contract and your IV lease:

- **UCSB Student Hotel**

- Cost = \$57/night per person
- Located at Santa Rosa Residence Hall
- All rooms are triple occupancy; you will be assigned 2 roommates.
- Meals are not included. Individual meals can be purchased in the Dining Commons during certain dates. More details available at the front desk upon check in.
- Rooms are booked on a first come, first served basis
- 2019 dates: August 31 - September 21 (Note: September 21 is the last day to check out.)
- 805-893-3072

- **Vacation Rentals**

- Air BnB
- VRBO

- **Hotel/Motel List in our office**

Videotaping Service

- Move-In/Move-Out Videos as visual evidence to document any pre-existing damages, and condition when you move in and move out
- We will videotape your place when you first get your keys upon move in, and then again right before you turn in your keys when you move out.
- Secure your security deposit.
- You can fill out the inventory condition report as we do the video!
- \$25 for both, \$15 for one
- Sign up on our Facebook page: www.facebook.com/ucsbcho and click “Schedule Video” OR you can sign up in our office
- KOTO GROUP, Sierra Properties, The Hive, Campus 880 and DMH properties pay for us to video ALL of their places prior to students moving in and upon students moving out
- Meridian Group, Tahitian and Wolfe & Associates will pay \$10 for the Move in Video and you pay \$10 for the Move out!

Questions?



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