SUBLEASING 101
LEARN THE FACTS!
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/
Click LOGIN and then STUDENT LOGIN
Sign in with your UCSB NetID

UC SANTA BARBARA
Authentication Service

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LOGIN
From the Homepage you can search Vacant Listings
Subleasing is to replace someone already in the house.

Housemate needed/available is to fill a vacant spot in the house.
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!
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, etc)
  - 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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