

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 UCSB Community Housing website. At the top, there is a dark blue navigation bar with the UCSB Community Housing logo on the left. The navigation menu includes 'Housing' (highlighted in yellow), 'Housemate', 'Sublease', 'Resource Center', 'Favorites', and 'Help'. On the right side of the navigation bar, there are buttons for 'List With Us' and 'Login'. Below the navigation bar is a large banner image of a campus with a lake. Overlaid on this image is a semi-transparent box containing the text 'Community Housing Office Rental Listings.' and 'Click search to find and compare all of your housing options.' Below this text is a blue button that says 'Click To Start Searching'. Below the banner is a white section with the text 'Powered By' followed by the 'RentCollegePads.com' logo and the tagline 'Student housing has evolved'. Below this are three main sections: 'FEATURED PROPERTIES' with a house icon, 'ANNOUNCEMENTS' with a speaker icon, and 'RESOURCES' with an open book icon. Under 'ANNOUNCEMENTS', there is a sub-section for 'SUBLEASING PROGRAMS:' with a yellow bullet point, and a blue button labeled 'Community Housing Office'. At the bottom, there is a small graphic for 'Sublease Smarts'.

Click LOGIN and then STUDENT LOGIN



The screenshot shows the UCSB Community Housing website. The navigation bar at the top includes links for Housing, Housemate, Sublease, Resource Center, Favorites, and Help. On the right side of the navigation bar, there are links for 'List With Us' and 'Login'. The 'Login' link is circled in red, and a red arrow points to it from the text 'Click LOGIN and then STUDENT LOGIN' at the top of the page. Below the navigation bar is a large banner image of a campus with the text 'Community Housing Office Rental Listings.' and 'Click search to find and compare all of your housing options.' A blue button labeled 'Click To Start Searching' is positioned below the banner. Below the banner, the text 'Powered By RentCollegePads.com' is displayed, with the tagline 'Student housing has evolved'. At the bottom of the page, there are three main sections: 'FEATURED PROPERTIES', 'ANNOUNCEMENTS', and 'RESOURCES'. Under 'ANNOUNCEMENTS', there is a sub-section for 'SUBLEASING PROGRAMS:' with a button labeled 'Community Housing Office' and a small graphic titled 'Sublease Smarts'.

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

Sign in with your UCSB NetID

UC SANTA BARBARA

Authentication Service

Password

LOGIN

From the Homepage you can search Vacant Listings

The screenshot displays the UCSB Community Housing website interface. At the top, a dark blue navigation bar contains the UCSB logo and the text "Community Housing". To the right of the logo are five navigation tabs: "Listings" (highlighted in yellow), "Favorites", "Housemate", "Sublease", and "Resources" (circled in red with a red arrow pointing to it). A user profile dropdown menu labeled "katheri" is visible in the top right corner.

Below the navigation bar is a banner image of a coastal landscape with the text "UC Santa Barbara Off-Campus Housing" and a sub-headline "Rent College Pads is a UC Santa Barbara university off-campus housing resource built to make the housing search easier for students".

The search filters section includes a "Prop ID:" field, a "Rent:" slider set to 50 (circled in red), a "Beds:" dropdown menu with options Studio, 1, 2, 3, 4, 5+, and 1, 2, 3+ (circled in red), and a "Baths:" dropdown menu with options 1, 2, 3+, and +.

Two listing cards are visible on the left side of the page:

- 3 Large Lofts....Plaza Lofts (9...)**
 - Icon: coming soon
 - Date: 06/25/2017
 - Bedrooms: 3
 - Bathrooms: 1
 - Price: \$3100 - \$3450
 - Buttons: CONTACT LANDLORD, MORE DETAILS
- Abrego Villas Luxury Apart...**
 - Image: Interior view of a living room with a sofa and coffee table.
 - Date: 06/10/2017
 - Bedrooms: 1
 - Bathrooms: 1
 - Price: \$1625
 - Buttons: CONTACT LANDLORD, MORE DETAILS

At the bottom of the listing cards, the address "1818 Cleveland Ave" is partially visible. On the right side of the page, a map shows the Santa Barbara area with various locations marked by blue house icons. The map includes labels for Buelton, Los Olivos, Ballard, Santa Ynez, Las Cruces, Gaviota, Capitán, Goleta, Hope Ranch, Santa Barbara, Mission Canyon, Montecito, and Summerville. The Google logo is visible at the bottom left of the map area.

UCSB Community Housing

Listings Favorites Housemate **Sublease** Resources

katherine. | -

FIND SUBLASE

Search by apartment building

10000

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!

Sublessee needed for Summer Session A and B

Living with 14 females. Living and sharing bathroom with 4 other females. Looking for a male sublessee.

Do you...
Propose...
Apply...

Mackie Pingree

Street Address: 6534 Del Playa

mpingree11@hotmail.com

UCSB Community Housing

Listings Favorites Housemate **Sublease** Resources

katherine. | -

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 Gontharet

I Would Describe Myself As:
Messy

Email

When Do You Prefer To Study?:

UCSB Community Housing

Listings Favorites Housemate **Sublease** Resources

katherine. | -

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 on _____

The rent is \$ _____ per month, payable on the _____

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 comply with all the terms and conditions of the original Lease.

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

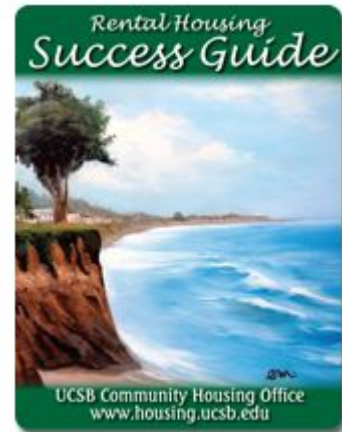
Gas Electric Water Trash Removal |

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 of occupancy and signed by the Sub-Tenant to take occupancy of the premises attached.

If the Inventory & Condition Report is not signed and returned to Original premises will be conclusively presumed to be in good condition. Upon the unit to the same level of cleanliness it was in at the inception of the right to determine whether the premises have been left in clean condition wallpaper, add or change locks or make any alterations to the premises. 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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