How to Sublet

**STEP 1: REVIEW YOUR LEASE**

Read Your Lease

Landlords can prohibit or restrict subletting.

Not Sure If You Can Sublet?

Contact your landlord for any questions to understand your subleasing options.

They will be able to provide you more information.

**STEP 2: CREATE A LISTING**

1. Visit the Off-Campus Housing Database.
2. Log in as “BC Student, Faculty, and Staff” with your Agora credentials.
3. See these step-by-step instructions.

Tips!
- Post photos!
  - These are key!
- Create filters.
- Describe your space and apartment.

**STEP 3: CREATE A ROOMMATE PROFILE**

1. Visit the “Roommates” tab.
2. Indicate that you Have a Place.
3. See these step-by-step instructions.

Your profile will be viewable to students at BC & neighboring universities using the same platform.

Don’t Be Shy!
View others’ profiles and reach out to seemingly good fits for your sublet.

Your roommate(s) staying in the apartment can also do this to help your search!

**STEP 4: MA SUBLET AGREEMENT**

Found Someone To Sublet To?

Once you have found a sublessee, visit the “Resources” tab to download a sublet agreement.

MA Sublet Agreement Form

Have a sublet agreement form signed by you and your sublessee.

**TIPS TO SECURE A SUBLESSEE**

Tip #1: Reduce the Rent
Reduce the cost or create other conditions to attract potential sublessees.

Tip #2: Financial Protection
Try to collect as much money up front from your sublessee as layer of protection.

Using Facebook & Craigslist

Heed caution. Students can be targeted by scammers.