



REMOVE TENANT ADDENDUM

This Addendum is to remove the Tenant, _____, from the Lease Agreement dated _____ for the rental address of _____.

The undersigned understands and agrees that:

- The original terms of the Lease Agreement, addendums, attachments and change of terms will remain in effect, with no exceptions, unless otherwise agreed to by all parties in writing.
- This addendum removes the aforementioned Tenant from the Lease Agreement and said Tenant is no longer responsible to the terms of this Agreement as of _____.
- Tenant shall pay a **\$50 administrative fee** at the office for the processing of this request. Fee shall be paid in the form of a money order, cashiers check, or direct deposit.
- Any reimbursement of funds between the departing Tenant and remaining Tenant(s) regarding a Security Deposit is to be settled between them. American West Realty will not release the Security Deposit, or any portion thereof, until the lease ends and all Tenants vacate.
- American West Realty will not arbitrate financial disputes between Tenants.
- If you want to add someone else to the Lease, you must contact our office first so they can be screened, approved, and added to the Lease Agreement.

Signed this ____ day of _____, _____.

Print / Sign _____
 Print / Sign _____
 Print / Sign _____
 Print / Sign _____

Manager _____