

PRIVALIA

IMMOBILIER

APPLICATION FORM

Strictly private and confidential

PROPERTY DETAILS

| | | | | |
|--|---|-------------------------------------|--|-----------------------------|
| Address | _____ | Main housing | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Post code | _____ | Monthly rent | _____ | CHF / month |
| Number of rooms | _____ | Charges | _____ | CHF / month |
| Have you visited it ? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Parking | _____ | CHF / month |
| Visit date | _____ | Total | _____ | CHF / month |
| Desired start date | _____ | Bank guarantee (3 months) | _____ | CHF / month |
| Desired duration of the lease (years) | _____ | <input type="checkbox"/> Swiss bank | <input type="checkbox"/> Guarantee company (swiss caution, etc.) | |
| How did you first hear about this property ? | <input type="checkbox"/> Website <input type="checkbox"/> Advertising <input type="checkbox"/> Former tenant <input type="checkbox"/> Other | | | |

PERSONAL DETAILS

LEASEHOLDER

HOLDER

GUARANTOR

Note: Apartment applicants and any co-applicants (i.e., sharing the apartment) or guarantor (nonoccupied) are jointly and severally liable for all tenant obligations if a lease agreement is signed.

| | | |
|--|--|--|
| Firstname | _____ | _____ |
| Surname | _____ | _____ |
| Date of birth | _____ | _____ |
| Marital status | <input type="checkbox"/> single <input type="checkbox"/> married <input type="checkbox"/> civil union <input type="checkbox"/> separated <input type="checkbox"/> divorced <input type="checkbox"/> widowed | <input type="checkbox"/> single <input type="checkbox"/> married <input type="checkbox"/> civil union <input type="checkbox"/> separated <input type="checkbox"/> divorced <input type="checkbox"/> widowed |
| Nationality | _____ | _____ |
| Residence permit | <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> G <input type="checkbox"/> L <input type="checkbox"/> Legitimation card <small>Please join a copy of the license</small> | <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> G <input type="checkbox"/> L <input type="checkbox"/> Legitimation card <small>Please join a copy of the license</small> |
| Present address | _____ | _____ |
| Post code | _____ | _____ |
| Current monthly rent (CHF) | _____ | _____ |
| Time at this address | _____ | _____ |
| Number of rooms | _____ | _____ |
| Is the lease in your name ? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Landlord / letting agency name | _____ | _____ |
| Moving reason | _____ | _____ |
| Termination given by | <input type="checkbox"/> The tenant <input type="checkbox"/> The landlord | <input type="checkbox"/> The tenant <input type="checkbox"/> The landlord |
| Phone number | _____ | _____ |
| Email | _____ | _____ |
| Do you have any proceedings ? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Number of people who will be occupying the future accomodation | Adult(s) : _____ | Child(ren) : _____ Age : _____ |
| Pets | <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If so, which animal ?</i> | _____ |
| Musical instruments | <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If so, which instrument ?</i> | _____ |

EMPLOYMENT DETAILS**LEASEHOLDER** **HOLDER** **GUARANTOR**

| | | |
|---------------------------------------|--|--|
| Contract type | <input type="checkbox"/> Fixed <input type="checkbox"/> Temporary <input type="checkbox"/> Intern <input type="checkbox"/> Other _____ | <input type="checkbox"/> Fixed <input type="checkbox"/> Temporary <input type="checkbox"/> Intern <input type="checkbox"/> Other _____ |
| Employer name | _____ | _____ |
| Employer position | _____ | _____ |
| Start date | _____ | _____ |
| Address | _____ | _____ |
| Contact number | _____ | _____ |
| Post code | _____ | _____ |
| Gross monthly income (CHF) | _____ | _____ |
| Net monthly income (CHF) | _____ | _____ |
| Do you have a 13th salary ? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Do you have other sources of income ? | <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If so, how much?</i> _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If so, how much?</i> _____ |

REQUIRED DOCUMENTS (IN ADDITION TO THIS APPLICATION FORM)**AS A PERSON** (*Employee*)

- Copy of ID / Passport and / or valid residence permit(s)
- A recent certificate of salary or the 3 last payslips issued by your employer
- A non-tracking certificate (attestation de non poursuite) issued by the «Office des poursuites et faillites» recent under 3 months
- Any other documents for your application
- If a guarantor is required, he must provide the same documents as those mentioned above, as well as a letter of guarantee

AS AN INDEPENDANT OR A COMPANY :

- Last balance sheet and profit & loss account (document prepared by a trustee)
- Extract from the Commercial Register
- Copy of ID / Passport and / or resident permit of the person validity committing the company
- A copy of an «attestation de non poursuite»

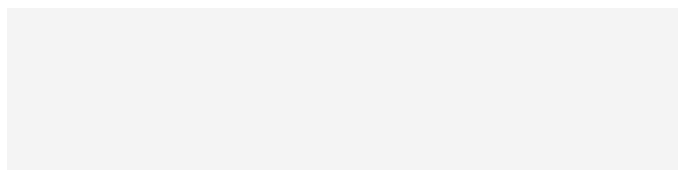
These documents must be provided to PRIVALIA IMMOBILIER SA by email only :

locations@privalia-immobilier.ch

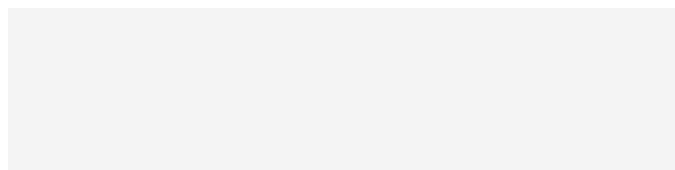
- The application will be processed once the complete file is in our possession.
- If a lease is signed, the amount of CHF 150.00 + VAT will be billed to you for processing the tenant application
- If your application is accepted and you cancel you will be charged the amount of CHF 200.00 + VAT to cover administrative costs. In addition, if your cancellation is late, you may be charged one half-month's rent to cover damages to the lessor

The undersigned state that the information contained in this form and the documents they have provided are true and accurate. They authorize PRIVALIA IMMOBILIER SA to obtain all other supplementary information. They also accept the abovementioned fees under the circumstances described.

With my signature I confirm having visited the property that is the subject of this application and the accuracy of the information provided. I have read and accepted this document.

SIGNATURE(S)


LEASEHOLDER



CO-HOLDER OF THE LEASE OR GUARANTOR

Geneva, the _____
