

RENTAL APPLICATION

FOR RENTING A PARKING SPACE OR AN ANCILLARY UNIT

Please complete this application form in full — it only takes a few minutes. Once dated and signed, simply return it to us together with all the documents listed in point 7; an incomplete file unfortunately cannot be considered.

01 RENTAL PROPERTY

Type of unit

- ☐ Outdoor parking space ☐ Closed garage
☐ Indoor / covered parking space ☐ Lock-up
☐ Workshop ☐ Shop window / display area
☐ Storage unit ☐ Cellar
☐ Other:

Address of the building

Postcode / Town

No. / location within the building

Approximate area (m²)

Monthly net rent (CHF)

Advance on service charges (CHF)

Viewing date

Desired move-in date

02 APPLICANT / TENANT

Type of tenant

- ☐ Private individual ☐ Company / association

Surname, first name or company name

UID no. (if a company)

Contact person (if a company)

Date of birth (private individual)

Nationality / permit

Current address

Postcode / Town

Phone (mobile)

E-mail

Occupation / activity

Employer / gross monthly income (CHF)

03 VEHICLE (FOR A PARKING SPACE)

Make / model	
Registration number	
Type of vehicle	☐ Car ☐ Van / utility vehicle ☐ Motorcycle ☐ Other:
Electric charging requested	☐ Yes ☐ No

04 INTENDED USE (FOR AN ANCILLARY UNIT)

Description of the intended use

Storage of hazardous materials	☐ Yes ☐ No
Public access	☐ Yes ☐ No
Tenant of an apartment in the building	☐ Yes ☐ No
Ongoing debt collection	☐ Yes, amount: ☐ No

05 LIABILITY INSURANCE

In accordance with Articles 257f and 267 of the Swiss Code of Obligations (CO), the tenant is required to take proper care of the rented property and is liable for any damage caused to it. Taking out and maintaining liability insurance (private or business, depending on the type of tenant) covering rental damage and damage caused to third parties, for the entire duration of the lease, is a mandatory condition for concluding the lease agreement. Proof of insurance must be provided by the time the lease is signed at the latest.

Liability insurance	☐ In place ☐ To be taken out before signing the lease
Company / Policy no.	

06 RENTAL DEPOSIT

A rental deposit corresponding to three months' net rent will be required upon signing the lease (Art. 257e CO). It shall be provided either by a deposit into a rent-guarantee account opened in the tenant's name, or by a rent-guarantee insurance policy (surety) with a recognised insurer, subject to the landlord's approval.

Intended form of deposit	☐ Bank deposit ☐ Rent-guarantee insurance
Intended bank / insurer	

07 DOCUMENTS TO ENCLOSE

- ☐ Copy of an identity document of the applicant or signatory
- ☐ Copy of residence permit (for foreign nationals)
- ☐ Debt collection register extract, less than 3 months old

- ☐ Commercial register extract (for companies)
- ☐ Copy of the vehicle registration document (for a parking space)
- ☐ Certificate of liability insurance

Any file that does not include all of these documents will not be considered.

08 DECLARATION AND SIGNATURE

The undersigned certifies (certify) the accuracy and completeness of the information provided and authorises (authorise) the landlord to verify it, in particular with the employer, the current landlord and the debt collection office. Any false statement may result in the rejection of the application or the termination of the lease.

This application does not constitute a commitment on the part of the landlord; the lease only takes effect once signed by both parties. The landlord reserves the right not to proceed without giving reasons.

ADMINISTRATION FEE

The administration fee is payable as soon as the property management has drawn up the lease agreement, regardless of whether the tenant actually takes possession of the rented unit.

DATA PROTECTION

The personal data and documents collected are processed exclusively for the purpose of reviewing this rental application, in accordance with the Federal Act on Data Protection (FADP; Art. 6 and 19). In the event of a negative response or withdrawal of the application, the complete file, including all copies and electronic data, is securely destroyed within 3 days of the decision, without further notice. The applicant may request the return of their documents within this period. If the lease is concluded, the data is kept in the tenant file for the duration of the lease and the resulting legal obligations; the tenant's contact details (name, address of the rented unit, phone, e-mail) are used by the landlord to manage the lease and may be shared, to the extent strictly necessary, with third parties working on the building, in particular tradespeople, maintenance companies, caretakers and insurers, in order to arrange interventions and ensure the upkeep of the rented unit. Financial and personal information from the application file is never shared with these third parties.

PLACE AND DATE

SIGNATURE · APPLICANT / TENANT

PLACE AND DATE

SIGNATURE · CO-SIGNATORY