

PROPERTY TO BE LEASED

Property Apartment Villa Rooms(s) Floor Parking Yes No
Address
Date of visit

PROPERTY LEASE CONDITIONS

Desired entry date Net monthly rent
Monthly charges Rent for parking

LEASEHOLDER

JOINT LEASEHOLDER

First name
Surname
Present address
Company name (if legal person)
Civil status Single Married Separated Single Married Separated
 Divorced Widow(er) Civil partnership Divorced Widow(er) Civil partnership
Date of birth
Nationality Permit
Phone, private
Phone, mobile
Phone, business
E-mail
Occupation or profession
Employer
Date of hire
Gross annual income

Current property management
Current net monthly rent
Reason for moving
Liability and household insurance Yes No Yes No

Number of occupant(s)adult(s) child(ren) Animals Yes No Kind and number
How did you find the property? Property management website Other websites Former tenant
 Press Others To be specified.....

DOCUMENTS TO BE PROVIDED

- ✓ **Copies of the identity documents** (passport, identity card, establishment permit and legitimation card for persons of foreign nationality);
- ✓ **Copies of the last three payslips** or any other proof of income (including pensions for invalidity (AI), old-age and survivors (AVS), etc.);
- ✓ **Certificate of solvency** issued (less than 3 months ago) by the Bankruptcy and Debt Collection Office of the current place of residence;
- ✓ Legal persons must also provide an extract from the Commercial Register, a copy of an identity document of the legal representative(s) as well as the income statements and balance sheets for the last two years (certified by a registered fiduciary).

ATTENTION!

Only complete application files will be analysed. No document will be returned.
The applications of prospective leaseholders that are not approved, including their attachments, will be destroyed for the sake of confidentiality.

GENERAL INFORMATION

In the event that the property concerned is assigned, an amount of CHF 200.00 before taxes for residential units and CHF 70.00 before taxes for parking spaces will be charged as administrative fees.

If, after acceptance (even oral) of the leasing of a property, the applicant does not sign the lease that has been drawn up, he/she acknowledges that he/she owes to the property management a lump sum equivalent to the administrative fees charged as compensation for the administrative work performed.

The undersigned certifies/y that he/she/they has/have visited the property and been given exact and complete information.

This form must be completed, dated and signed by the prospective leaseholder, as well as by the joint leaseholder, if any, of the lease of the property concerned. He/she/they authorise BARNES to obtain any complementary information required.

It is specified that this application is in no case a contractual document and does not oblige either the prospective leaseholder or the property management to sign a lease. The property management reserves the right to reject this application without any obligation to state the reason to the prospective leaseholder(s).

Signature(s)

Leaseholder Joint Leaseholder

Place Date

