

Desired accommodation

Date of registration (dd / mm / yyyy) _____ / _____ / _____

Address _____

Nbr of rooms _____ Floor _____

Rent _____ Charges _____

Total _____

Have you visited it? ☐ yes ☐ no Do you require a parking space? ☐ yes ☐ no

Desired entry date (dd / mm / yyyy) _____ / _____ / _____

How did you first hear about this property?

☐ Former tenant ☐ Relocation company ☐ moservernet.ch ☐ immobilier.ch Other: _____**Note:** Apartment applicants and any co-applicants (i.e., sharing the apartment) or joint contractor (nonoccupant) are jointly and severally liable for all tenant obligations if a lease agreement is signed

Personal details

Tenant

☐ Co-tenant ☐ Joint contractor

Last name *

First name *

Marital status *

☐ single ☐ married ☐ civil union
☐ separated ☐ divorced ☐ widowed☐ single ☐ married ☐ civil union
☐ separated ☐ divorced ☐ widowed

Date of birth (dd / mm / yyyy) *

Address *

Postcode / Town *

Telephone / Mobile *

E-mail *

Nationality *

Residence permit *

Profession *

Current employer *

Since

Work's phone number

Monthly income *

Net: _____ gross: _____

Net: _____ gross: _____

Previous employer

Are you subject to debt enforcement or a certificate of loss? * ☐ yes ☐ no☐ yes ☐ no

Current property management co. *

Current accommodation (no. of rooms) *

Monthly rent including charges *

Is the lease in your name? * ☐ yes ☐ no☐ yes ☐ noDo you allow us to contact your property management? * ☐ yes ☐ no☐ yes ☐ noDo you own an animal(s)? * ☐ yes ☐ no☐ yes ☐ no

Number of people * _____ adult(s) and _____ child(ren) occupying the future accommodation

Remarks

Signature(s)

* Required fields

Application form Accommodation

Required documents

1. Required Documents (copies)

- This application form, completed and signed
- Form of ID for all signatories
- Residence permit for all signatories who are foreign nationals
- Recent salary statement(s) or last 3 pay slips for all signatories
- Recent proof of no debt enforcements or certificates of loss (less than 3 months) for all signatories
- For company applicants: Trade register extract and most recent balance sheet or P&L statement (document created by an accountant or fiduciary company)
- Letter of recommendation

2. These documents must be provided to the MOSER VERNET & CIE SA real estate agency:

a. In person at the reception:

Chemin Malombré 10 – 1206 Genève 1st floor,
Monday to Friday, 8 a.m. - 5 p.m.

b. By mail:

PO Box 129 – 1211 Geneva 12

c. By e-mail:

locations.accueil@moservernet.ch

For questions:

022 839 09 25, Monday to Friday, 8 a.m. - 5 p.m.

Important notice: **A visit to the property is compulsory. Failing this, your application will not be considered**

Fees

1. Signing fee

If a lease is signed, the amount of CHF 130.00 + VAT will be billed to you for processing your tenant application.

2. Tenant applicant fees for withdrawal

If your application is accepted and you withdraw, you will be charged the amount of **CHF 200.00 + VAT** to cover the cost of drawing up the lease, financial checks, and other activities we perform in the course of processing your application

In addition, if your withdrawal is late, you may be charged one **half-month's rent** to cover damages to the lessor

Personal data

The processing of your personal data

We process your personal data in accordance with the applicable legislation in this area. For more information on this subject, we invite you to consult our confidentiality policy, available at:

[moservernet.ch/services/
aux-locataires/documents
-utiles/](https://moservernet.ch/services/aux-locataires/documents-utiles/)



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

Signature(s) _____

Space reserved for the estate agency

Date of receipt of the file

_____/_____/_____

Visa _____