

How did you find this property?

- | | | |
|--|--------------------------------------|---|
| <input type="checkbox"/> Previous tenant | <input type="checkbox"/> Landlord | <input type="checkbox"/> Relocation service |
| <input type="checkbox"/> Concierge | <input type="checkbox"/> Agency list | <input type="checkbox"/> Website |
| <input type="checkbox"/> Window ad | <input type="checkbox"/> Agency ad | <input type="checkbox"/> Other |

Commercial Rental Application Form

Property address : _____

Surface area (m²) : _____ Floor : _____ Date of entry : _____

Monthly rent : _____ Utility and service charges : _____

Rent guarantee : a minimum of 6 months rent

Physical person

Surname : _____

First name : _____

Marital status : _____

Date of birth : _____

Nationality : _____ Work permit : _____

Address : _____

Postcode : _____ Locality : _____

Mobile number : _____

Email : _____

Current agency : _____

Activity : _____

Occupation : _____

Employer : _____

Work number : _____

Gross monthly income : _____

Net monthly income : _____

Do you have any outstanding debts ? : _____

Company

Corporate name : _____

Trade name : _____

Activity : _____

Address : _____

Postcode : _____ Locality : _____

Work number : _____

Email : _____

Current agency : _____

Current rent : _____

Have you visited the property ? : _____ Have you had previous tenancy with us : _____

Purpose of your application : _____

References : _____

Any comments : _____

Date :

Signature :

Authorised company signatory(ies) :

Surname(s) First name(s) : Signature(s) :

Required documents (copies) – Physical persons

- Last 3 pay slips
- Recent proof of no debt enforcements or certificates (less than 3 months) from “l’Office des poursuites”
- ID card or passport
- Residency permit for foreigners
- Employer’s certificate
- Project presentation, cash flow plan, renovation budget, etc.

Required documents (copies) – Compagny

- Last 3 balance sheets or audited profit & loss statement
- Recent proof of no debt enforcements or certificates (less than 3 months) from “l’Office des poursuites”
- Official copy from the chamber of commerce
- Company introduction
- Project presentation, cash flow plan, renovation budget, etc.

This form does not constitute a contract notice.

The applicant is informed that in case the application is accepted and a lease is drawn up, an admin fee from CHF 60.- to CHF 350.- ATI will be charged accordingly depending on the lease.

In the event of a cancellation following an acceptance, an admin fee from CHF 150.- – CHF 300.- ATI will be charged.

Any late cancellations (5 working days prior to the effective date of the lease) may result in half a month’s rent being charged.

Only completed applications are accepted. The application must be accompanied by all documents.

I certify the conformity of the above-mentioned information and accept that the agency makes business enquiries it deems necessary to complete my application.

Date :

Signature :

Authorised company signatory(ies) :

Surname(s) First name(s) : Signature(s) :