

PROSPECTIVE TENANTS FORM

HILLSIDE | WIESBADEN



In order to get to know you better and to secure you an apartment in HILLSIDE, we ask you to sign and send us the following documents in full by email, fax, or post. All listed documents are also required for a co-tenant or guarantor:

- 1** The signed and completed self-disclosure form of the prospective tenant. Please complete the form clearly and legibly.
- 2** The signed consent to the Schufa inquiry or a Schufa information document (not older than three months, no negative entries) of the prospective tenant.
- 3** Copies of identity cards and possibly valid residence permits of the prospective tenant (please scan, copy, or photograph both the front and back).
- 4** The last three salary statements / income statements (if necessary BAföG notice or scholarship) of the prospective tenant.
- 5** If applicable, a valid enrolment / training certificate / or similar
If in first semester, admission notice (can be submitted later)
- 6** If applicable, a rental debt clearance certificate from the previous landlord.



CONTACT

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Prospective tenants form

I / We are interested in renting the apartment:

Property _____

from the following date _____.

I / We understand that self-disclosure cannot be demanded of us, but the landlord bases his decision for a possible rental on the complete and truthful information given in this form and makes the completion of such a prerequisite.

As part of the voluntary self-disclosure, I / we give the landlord the following information in relation to a possible renting of the above rental property:

	Prospective tenant	Guarantor
Name: (if necessary, maiden name)		
First name		
Date of birth		
Place of birth		
Nationality		
Marital status		
Current address		
Phone:		
Mobile phone number		
Email address (optional)		
Identity card number		

Previous landlord (name, address, telephone)		
Resident since		
Current employer (name, address, telephone)		
Start of employment		
Current occupation		
Total net income euro / month		
Information about studies		
University / training center:		
Start of studies / training		
Expected duration / end:		

	YES	NO
Is a commercial use of the apartment intended?	<input type="checkbox"/>	<input type="checkbox"/>
I /We play musical instruments. If yes, which	<input type="checkbox"/>	<input type="checkbox"/>
Keeping of pets intended? (refers only to larger animals)	<input type="checkbox"/>	<input type="checkbox"/>
My / Our current tenancy was terminated by the o tenant(s) o landlord(s)	<input type="checkbox"/>	<input type="checkbox"/>
I have been the subject of an eviction or related action within the past five years	<input type="checkbox"/>	<input type="checkbox"/>
Bankruptcy proceedings have been opened against me within the last five years.	<input type="checkbox"/>	<input type="checkbox"/>
If yes, in what amount? Total euro; Monthly euro.	<input type="checkbox"/>	<input type="checkbox"/>
Reminder notices, affidavits ("Oath of disclosure"), foreclosure measures have affected me / us as a debtor.	<input type="checkbox"/>	<input type="checkbox"/>



I / We hereby expressly declare that this information is correct. Personal data is stored electronically for the landlord's own purposes (§ 33 Federal Data Protection Act).

Place and date

Prospective tenant

Guarantor

I. SCHUFA note on rental applications

For the purposes of the creditworthiness check of the prospective tenant, Müller Merkle Immobilien GmbH submits personal data collected in connection with this contract regarding the application for this lease as well as data on non-contractual or fraudulent conduct to SCHUFA Holding AG, Kormoranweg 5, 65201 Wiesbaden.

The legal bases of this transfer of information are Article 6 (1) (b) and Article 6 (1) (f) of the General Data Protection Regulation (GDPR). Transfers pursuant to Article 6 (1) (f) GDPR may only be made to the extent necessary to safeguard the legitimate interests of our company or third parties and not outweigh the interests or fundamental rights and freedoms of the data subject requiring the protection of personal data.

SCHUFA processes the data received and also uses it for the purpose of profiling (scoring) in order to provide its contracting partners in the European Economic Area and in Switzerland and, if applicable, other third countries (if there is an adequacy decision by the European Commission) information on, inter-alia, the evaluation of the creditworthiness of natural persons. Further information on SCHUFA's activities can be found in the SCHUFA Information Sheet or viewed online at www.schufa.de/datenschutz.

II. Storage

Müller Merkle Immobilien GmbH is entitled to use this voluntary self-disclosure solely for the purpose of renting. Insofar as the information is no longer needed – if a rental agreement is not concluded –, Müller Merkle Immobilien GmbH must immediately destroy this data pursuant to Art. 17 (1) (a) GDPR.

Müller Merkle Immobilien GmbH retains this document (this page) in the event that an inquiry is made to SCHUFA to fulfil the accountability arising from Article 5 (2) of the GDPR on the provision of information and proof of legitimate interest towards SCHUFA, and this, for a period of 12 months. In the case of the conclusion of the contract, this document is included in the contract documents and is then subject to the corresponding statutory retention requirements.

III. Data protection

We take the protection of your personal data very seriously and always observe the relevant data protection regulations. To process your request, it is necessary that personal data related to you is collected and stored and, if applicable, data related to your relatives or roommates. In the event that no rental contract is concluded, this data will be deleted. More information about the subject of data protection (including the legal basis and your rights) can be found at <https://mueller-merkle.de/datenschutz/>.

With my signature, I confirm that I have taken note of the SCHUFA notice, the note on storage and data protection, and that I have been given the SCHUFA information sheet.

Signature (1st interested person)

Signature (2nd interested person)

Name in block capitals (1st interested person)

Name in block capitals (2nd interested person)

Address in block capitals (1st interested person)

Address in block capitals (2nd interested person)