



Application form for Premises

VISA

REF.

SELECTED ACCOMODATION			
ADDRESS			
KIND OF ACCOMMODATION	<input type="checkbox"/> Office <input type="checkbox"/> Store <input type="checkbox"/> Workshop <input type="checkbox"/> Warehouse	FLOOR	SURFACE m ²
DESIRED ENTRY DATE			
ACTIVITY			
MONTHLY RENT	SWF	CHARGES	SWF
VISIT DATE		DEPOSIT	At least 6 months rent
HOW DID YOU FIND IT	<input type="checkbox"/> Régie website <input type="checkbox"/> Other website <input type="checkbox"/> List <input type="checkbox"/> Current tenants <input type="checkbox"/> Newspapers		

TENANT			
IF COMPANY			
(If the lease is to be in the name of a corporate body, 1 natural person domiciled in Switzerland has to act as guarantor)			
CORPORATE NAME			
REPRESENTATIVE(S)			
ADDRESS			
BUSINESS PHONE		FACSIMILE	
EMAIL ADDRESS		WEBSITE	
REAL ESTATE / OWNER			

NATURAL PERSON	
NAME	
FIRST NAME	
MARITAL STATUS	<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Partnership
BIRTH DATE	
NATIONALITY	
RESIDENCE PERMIT	
PHONE NUMBER	
MOBILE PHONE	
BUSINESS PHONE	
EMAIL ADDRESS	
CURRENT ADDRESS	
CURRENT REAL ESTATE AGENCY	



Important information on the back ▶



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The applicants, what are the company representative(s) and the natural person, have to complete, date and sign this application.

The following documents must be provided to the Régie with the application form:

FOR THE COMPANY

- ✓ Extract of the Companies register
- ✓ Valid ID copy of the company representative who will sign the lease (Swiss ID card or passport, residence permit or legitimization card for people of foreign nationality)
- ✓ 2 last balance sheets and Profits and Loss accounts (certified by trustee)
- ✓ Solvency certificate issued by l'Office des Poursuites et Faillites of the Head office State (original document issued within the last 3 months)
- ✓ Company presentation brochure

FOR THE NATURAL PERSON

- ✓ Copy of your ID (Swiss ID card or passport, residence permit or legitimization card for people of foreign nationality).
- ✓ Salary certificate or 3 last pays slips
- ✓ Solvency certificate issued by l'Office des Poursuites et Faillites of your current home State (original document issued within the last 3 months)

PLEASE MIND THAT:

- ONLY COMPLETE APPLICATION WILL BE ACCEPTED. ALL REQUESTED DOCUMENTS MUST BE PROVIDED.
- NO DOCUMENT WILL BE RETURNED. APPLICATION AND DOCUMENTS PROVIDED BY UNSUCCESSFUL APPLICANTS WILL BE DESTROYED FOR CONFIDENTIALITY REASONS.

NOTICE TO THE APPLICANTS

Our real estate agency reserves the right to accept or refuse an application without any obligation to explain the reasons.

In case the applicant eventually decides not to sign the proposed lease after having verbally accepted it, the applicant owes the amount of Swf 250.- HT to the Régie as compensation for the administrative procedure.

The amount of **Swf 300.- HT** as expense for the lease drawing has to be paid the day the lease is signed.

Collected information is confidential.

The undersigned certify that they have visited the accommodation. They also certify that they provide exact and complete information and that they know and accept the above-mentioned conditions. They allow the Régie to collect any additional information.

Signatures

Signed in

On the.....

Tenant:

Joint-tenant/Guarantor :

