

1. Personal details (send a copy of your identification)

Name

Sur name(s) (in full)

Address

Postal code and city

Phone number Private

Work

E-mail address

Date of birth

Place of birth

Gender

M / V

Marital status

Bank account number

2. Personal details spouse or partner (send a copy of the identification)

Name

Sur name(s) (in full)

Address

Postal code and city

Phone number Private

Work

E-mail address

Date of birth

Place of birth

Gender

M / V

Marital status

Bank account number

3. Number of residents

How many persons are going to inhabit
the house/apartment

person(s)

Relationship to each other

Partner yes no No, namely

Number and age of children

children, age(s)

year

If pets, which

4. Source of income

Are you in paid employment

yes no

If yes, employer's name

In service since/type of contract until

Address and phone number employer

Are you self-employed

yes no

If yes, since when

Your gross annual income

€

Do you have any other sources

of income, such as W.W./W.A.O./

WIA/pension/alimony and the like¹)

yes no

If so, what and how much is this

€

5. Source of income spouse of partner

Are you in paid employment

yes no

If yes, employer's name

In service since/type of contract until

Address and phone number employer

Are you self-employed

yes no

If yes, since when

Your gross annual income

€

Do you have any other sources
of income, such as W.W./W.A.O./
WIA/pension/alimony and the like¹⁾ yes no
If so, what and how much is this €

¹⁾ please send income statement(s)

6. Financial obligations

Do you or your spouse or partner have given bail or guarantee yes no
Do you or your spouse or partner currently have any money
loans or personal lease-agreements yes no
If so, to which lender and what is the
outstanding amount €
Do you or your spouse or partner have monthly mortgage
payments yes no
If so, at which banking institution
Outstanding amount €
Alimony obligations € weekly monthly

7. Current living situation

Do you own a home yes no
If not, who is the landlord / manager
Address
Postal code and city
Phone number
Current gross rent per month €
Current net housing costs as owner €
Currently living in a
Are you a principal resident or resident
Do you receive housing allowance yes no

8. Desired living situation

Preference (floor/type)

Which rental price are you willing to pay € excl. service / heating costs

The following documents must be provided as a PDF file or uploaded with the housing application form. These will be used to test whether you are eligible for a rental home.

- Passport / ID card
- Landlord statement / mortgage statement

You are in **paid employment**:

- Three recent pay slips
- Employers statement

You are **retired**:

- AOW statement
- Pension statement

Are you **self-employed**:

- Registration of trade register Chamber of Commerce
- Accredited annual accounts for the past two years or
- Income tax return for the past two years
- Budget / prognosis current year.

Additional income:

- Alimony - copy of divorce agreement
- Equity capital - copy of bank statement

If any of the fore mentioned documents are missing, your application can not be processed. Please read our rental conditions.

The undersigned is known:

1. that no right can be derived from the submission of this form and that no rental agreement can be concluded before a tenancy agreement has been signed by both tenant and landlord;
2. that before the delivery of the house the first month rent, the agreed deposit of two months net rent and the administration costs must be paid and the rental contract signed by the tenant;
3. that this application will only be processed if it has been completed in full;
4. that administration costs are due when a rental agreement is concluded;
5. that the possible rental agreement will be affected for a indefinite period of time, with a minimum term of at least 2 years.

The undersigned declares:

- to sign agreement with the above;
- he / she has filled in this form truthfully;
- make a written notification if information he / she has provided is no longer correct;
- to give his / her explicit permission to request personal data from relevant authorities;

With regard to the General Data Protection Regulation (AVG) the undersigned declares:

- **to hereby authorize the processing of his / her personal data by the landlord and estate agent exclusively with the aim of engaging into a rental agreement.**

If the prospective tenant, after giving an agreement for renting an accommodation, for reasons that cannot be attributed to the landlord, no longer wishes to rent the accommodation, the tenant is obliged to pay the landlord the agreed administration costs that he / she would have been indebted to the lessor if a rental agreement had been finally concluded.

Truthfully completed at

on

Signature

We request that you e-mail the fully completed housing application form including necessary attachments to the letting agent

LANDLORD STATEMENT

(to be filled in completely by the landlord / manager)

The undersigned: _____ at: _____ hereby declare that

Tenant :

Address :

Postal code and city :

Tenant since :

Basic rent :

Service costs / energy costs :

Gross rent :

Yes **No** has rental debt.

If **so**, how big is the amount €

Number of months behind

Yes **No** payment arrangement(s) are made

Has **Has not** timely fulfilled the monthly rental obligations during the entire rental period

Has **Has not** given cause for complaint(s) about the way of living in the above house

Has **Has not** caused inconvenience in any way

If **so**, nature of the nuisance:

Company stamp

Signature

Date:

MODEL - WERKGEVERSVERKLARING

Gegevens werkgever	Naam werkgever: Adres werkgever: Postcode en woonplaats: KvK-nummer	
Gegevens werknemer	Naam werknemer: Adres werknemer: Postcode en woonplaats: Geboortedatum: In dienst sinds: Functie:	 ☐ man ☐ vrouw(dag, maand, jaar)
Aard van het dienstverband	De werknemer heeft: Is sprake van een proeftijd? Is er een reorganisatie of maatregel aangekondigd die het dienstverband of het inkomen mogelijk raken of zijn er voornemens het dienstverband binnenkort te beëindigen? Zo ja, licht toe wat de impact hiervan is op het dienstverband of inkomen van de medewerker: Directeur / aandeelhouder:	☐ een arbeidsovereenkomst voor onbepaalde tijd of is aangesteld in vaste dienst ☐ een arbeidsovereenkomst voor bepaalde tijd of is aangesteld in tijdelijke dienst tot..... ☐ inkomen uit een flexibele arbeidsrelatie, nl.:.....(bijv. inval-, oproep- of uitzendkracht (inclusief fase)) ☐ nee ☐ ja Zo ja, is de proeftijd verstreken? ☐ nee ☐ ja ☐ nee ☐ ja Toelichting:..... ☐ nee ☐ ja, percentage aandelen%
Verklaring voortzetting dienstverband (indien van toepassing)	Wordt bij gelijkblijvend functioneren en ongewijzigde bedrijfsomstandigheden de arbeidsovereenkomst voor bepaalde tijd bij beëindiging daarvan opgevolgd door een voortgezette of vernieuwde arbeidsovereenkomst: Worden bij vernieuwing de arbeidsvoorwaarden gewijzigd, zo ja, licht toe hoe: Naam ondertekenaar:	☐ Ja, voor bepaalde tijd voor een duur van minimaal.....maanden ☐ Ja, voor onbepaalde tijd ☐ Nee, geen voortgezet of vernieuwd dienstverband ☐ nee ☐ ja,.....(extra handtekening)
Inkomen	1. Bruto jaarsalaris ¹ 2. Vakantietoelage ² 3. 13 ^e maand ³ 4. Eindejaarsuitkering ³ 5. Onregelmatigheidstoelage ⁴ 6. Overwerk ⁴ 7. Provisie ⁴ 8. 9.	€(basissalaris excl. overwerk e.d.) € € € € € € € €
Leningen / Loonbeslag	Is door u een onderhandse lening aan de werknemer verstrekt? Is op het loon van de werknemer loonbeslag of looncessie gelegd?	☐ nee ☐ ja Zo ja, ingangsdatum..... hoofdsom €..... Looptijd (maanden)..... maandlast €..... ☐ nee ☐ ja Zo ja, tot..... €.....per maand
¹⁾ Het bruto jaarsalaris van het gebruikelijke aantal werkweken in de bedrijfstak. ²⁾ Bij vakantiebbonnen of tijdspaarfonds: 100% van de waarde van de vakantiebonnen of tijdspaarfonds. ³⁾ In de arbeidsovereenkomst vastgelegde onvoorwaardelijke inkomensbestanddelen. ⁴⁾ Indien structureel sprake is van onregelmatigheidstoelage, provisie en/of overwerk: het bedrag over de laatste 12 maanden.		
Ondergetekende verklaart namens de werkgever dat alle gegevens naar waarheid zijn ingevuld. Naam ondertekenaar: Getekend te.....d.d..... Handtekening:.....		
Voor eventuele verificatie kan contact worden opgenomen met: Naam:.....Telefoon:.....		