

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) :

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"/> Internet | <input type="checkbox"/> Press ad | <input type="checkbox"/> Tout l'Immobilier | <input type="checkbox"/> Tribune de Genève | <input type="checkbox"/> Social media |

Required documents (copies)

Physical persons	Company
Last 3 pay slips	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 Ppoursuites"	Recent proof of no debt enforcements or certificates (less than 3 months) from "l'Office des Poursuites"
ID card or passport	Official copy from the Chamber of commerce
Residency permit for foreigners	Company introduction
Employer's certificate	Project presentation, cash flow plan, renovation budget, etc.
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) :