



# Rental request

## Commercial premises

### Purpose of the request

Property type:  Office  Arcade  Warehouse  Other (to be specified) . . . . .

Street: . . . . .

Postcode/city: . . . . .

Surface area: . . . . . Floor: . . . . .

Monthly rent: CHF . . . . . Monthly charges: CHF . . . . .

Desired date of entry: . . . . .

Proposed activity on the premises: . . . . .

Parking space requested:  Yes  No

*The applicant undertakes to provide the lessor with a bank guarantee, the amount of which will be set by the contract.*

### Individual

Last name: . . . . .

First name: . . . . .

Date of birth: . . . . .

Current address: . . . . .

. . . . .

Phone: . . . . .

Email: . . . . .

Residence permit (if non-Swiss): . . . . .

Occupation: . . . . .

Employer: . . . . .

Gross annual income in CHF

- Less than 50,000
- Between 50,000 and 80,000
- Between 80,000 and 100,000
- More than 100,000

Lawsuits/declarations of insolvency pending

Yes  No

Current situation: . . . . .

Has your current lease been terminated by your lessor?

Yes  No

### Legal entity

Company name: . . . . .

Type of activity: . . . . .

Date of registration in the commercial register: . . . . .

Current address: . . . . .

. . . . .

Registered office address: . . . . .

. . . . .

Phone: . . . . .

Email: . . . . .

Directors' names: . . . . .

. . . . .

Prosecutions

Yes  No

- The undersigned certify that they have visited the property and have provided full and accurate information.
- By signing this form, the undersigned acknowledge(s) that they have consented to provide SPG with certain personal information relating to their current situation in connection with this rental application.
- By submitting the information relating to the employer and the current situation, the undersigned authorise(s) the lessor or SPG to verify the information provided.
- In the event that this application is taken forward after the form has been reviewed, the undersigned undertake(s) to provide SPG, within 48 hours of its request, with the following supporting documents to enable the lease agreement to be drawn up:

**Individual**

- **Copy of ID document or residence permit if applicable**
- **Last 3 payslips or any document proving income**
- **For self-employed applicants, a copy of the latest tax assessment and a copy of the entry in the commercial register**
- **Original extract from the register of prosecutions (less than three months old)**
- **Form of address / title**

**Legal entity**

- **Extract from the Debt Enforcement Office of the domicile, dated less than 3 months ago**
- **Copy of balance sheet and income statement for the last three years**
- **Extract from the commercial register**

**Withdrawal costs**

If the undersigned withdraw(s) from the contract after the lease has been drawn up, a charge of CHF 500 (excluding taxes) will be levied to cover the administrative costs incurred.

**Processing of your personal data**

The personal data collected in the scope of this rental application will be treated confidentially and used exclusively for the consideration of your application. If necessary, data can be shared with the owner of the property or their representatives, in accordance with the applicable data protection legislation. The data will not be stored beyond the time required to process the file.

**Signatures**

Place: ..... Date: .....

Signature of individual

Signature of legal entity