

First contact for prospective tenants

Property / apartment: _____

Thank you for your interest in one of our apartments. So that we can get to know you and arrange a viewing appointment, we kindly ask you to introduce yourself briefly. Please answer the following questions in full and then send this form as an attachment via the contact form on www.swifina.com or by email to mail@swifina.com.

1. Personal details

Surname: _____ First name: _____
Telephone: _____ Email: _____
Age: _____ Mother tongue: _____
Contact by: ☐ WhatsApp ☐ Email ☐ Telephone
Available by phone: ☐ daily only on ☐ Mo ☐ Tu ☐ We ☐ Th ☐ Fr ☐ Sa From: ____ to: ____
Viewing appointment: ☐ daily only on ☐ Mo ☐ Tu ☐ We ☐ Th ☐ Fr ☐ Sa From: ____ to: ____

Viewings take place exclusively by prior arrangement.

2. Household and moving in

Number of people: _____ Move-in desired from: _____
Household type: ☐ Single-person household ☐ Couple ☐ Family with children ☐ Other

3. Professional situation

Employment status: ☐ Employee ☐ Self-employed ☐ Pensioner ☐ Jobseeker ☐ Other
Occupation / Profession: _____ Employer: _____
Employed since: _____ Employment type: ☐ Permanent ☐ Temporary until ____

4. Income and financial situation

Monthly net household income: _____
Jobcentre or social welfare office benefits: ☐ No ☐ Partially ☐ Yes, completely
Current liabilities / debts: ☐ None ☐ Yes, namely: _____

5. Current accommodation

Reason for moving: _____
Current landlord (name / location / telephone): _____
Pets: ☐ None ☐ Yes, type / number: ____ Smoker: ☐ Yes ☐ No

6. Miscellaneous / Comments

Place, date_____
Signature