

## Contact

### Interested in an apartment in the Welcome House?

Please fill out the form below. When all documents are available, we will get back to you.

**Name:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Phone Number (Optional):** \_\_\_\_\_

### I'm interested in:

- 1-room apartment
- large 1-room apartment
- 1-room apartment with balcony
- Barrier-free living
- Other: \_\_\_\_\_

### Desired date for viewing (optional):

- Tuesdays between 11 a.m. and 1:00 p.m.
- Thursdays between 11 a.m. and 1:00 p.m.

### Occupation:

\_\_\_\_\_

### Message / Comments:

\_\_\_\_\_

*I have read the privacy policy and agree to the processing of my data in accordance with the purposes stated therein.*

Please send the form to: **info@willkommenshaus.de**

\_\_\_\_\_  
Signature

## Privacy

Your data will be processed exclusively for the purpose of processing your enquiry and for the purpose of making a reservation. It will not be passed on to third parties. Further information can be found at:

### **Privacy Policy according to GDPR – TDG e.V.**

TDG e.V. processes your personal data exclusively for the purpose of processing your enquiry and for organising viewing appointments and rental interest within the framework of the "Welcome House" project. The data will not be passed on to third parties and will be deleted after the selection process has been completed, unless there is a legal retention obligation.

### **Responsible for data processing:**

TDG e.V. – Project coordination Willkommenshaus  
Friedrichstr. 25,  
35392 Gießen  
info@willkommenshaus.de

### **Your rights:**

You have the right to information, correction, deletion, restriction of processing and objection to the processing of your data. If you have any data protection concerns, you can contact us at any time.

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**Tenant self-disclosure**

Please fill out this form completely and truthfully. The information is used exclusively to check your rental request.

**Personal information**

- Name: \_\_\_\_\_
- Date of birth: \_\_\_\_\_
- Nationality: \_\_\_\_\_
- Phone number: \_\_\_\_\_
- Email address: \_\_\_\_\_
- Current address:

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**Residence status (only for foreign prospective tenants)**

- I am an EU citizen
- I am a third-country national with a valid visa
- Type of Visa: \_\_\_\_\_
- Valid until: \_\_\_\_\_
- I have a residence permit
- Valid until: \_\_\_\_\_

**Study status (only for students)**

- I am enrolled at the following university: \_\_\_\_\_
- Subject: \_\_\_\_\_
- Certificate of enrolment is enclosed
- I receive a scholarship
- Funding institution: \_\_\_\_\_

# WILLKOMMENSHAUS

G I E S S E N

- Monthly amount: \_\_\_\_\_
- Duration: \_\_\_\_\_

## Professional situation

- I am currently employed
- Employer: \_\_\_\_\_
- Busy since: \_\_\_\_\_
- Unlimited  Fixed-term until: \_\_\_\_\_
- Employment contract is enclosed
- Salary statements (last 3 months) are included
- I'm starting a new job: \_\_\_\_\_
- Employment contract is enclosed
- probationary period:  Yes  No
- I am currently not employed
- I have sufficient financial resources (proof enclosed)
- Guarantee is included

## Financial Disclosures

- Monthly income (net): \_\_\_\_\_
- Other income: \_\_\_\_\_
- Blocked account available (for visas)
- Bank: \_\_\_\_\_
- Credit: \_\_\_\_\_

## Further documents (please enclose)

- Copy of identity card/passport
- Schufa information (if available)

- Rental guarantee (if available)
- Scholarship certificate / proof of financial resources
- Employment contract / salary statements
- Certificate of enrollment

**Explanation**

I assure that the information has been provided completely and truthfully. I am aware that false information can lead to exclusion from the tenancy.

Place, date: \_\_\_\_\_

Signature: \_\_\_\_\_