



# Instructions

If you would like to apply for a flat from Wohnungsbau Cham eG please follow the 3 steps below.

1

## Download form

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You have the option of downloading the registration form via the QR code on the right or via the website.



[www.wohnungsbau-cham.de/service-downloads](http://www.wohnungsbau-cham.de/service-downloads)

Registration form

2

## Fill in fields

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Fill in the form digitally or by hand.

3

## Send all documents

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Please send us the following documents by e-mail:  
[post@wohnungsbau-cham.de](mailto:post@wohnungsbau-cham.de)

- Fully completed form
- Identity card
- last proof of earnings (copy) or proof of income

# Inquiry form / application for an apartment

## How did you hear about us?

- City  
 Landlord  
 Friends
- District office  
 Family

## Who registers and how:

- Personally  
 Employer  
 E-Mail
- Relative  
 Internet  
 WhatsApp

## Interested tenant

Name	First name	Birth date			
Nationality	Phone number	E-Mail			
Street	ZIP code, city	Family status			
Pets	German language skills (1-6)	Current landlord			
Actual job	Employed since	Employer			
Monthly net income	Denomination	Reason for change of residence			
Address/ Location	Costs - hot/cold	From when	Notice period		
Parking lot	Size	Rooms	Elevator	Floor	Balcony

## Apart from me, there will be other people moving into the apartment:

	Relative(s) 1	Relative(s) 2	Relative(s) 3	Relative(s) 4
Name				
First name				
Birth date				

## General questions

Have you already been a tenant with us?  yes  no

\_\_\_\_\_   
 If so, where?

Do you play a musical instrument?  yes  no

\_\_\_\_\_   
 If so, which one?

Do you have a pet?  yes  no

\_\_\_\_\_   
 If so, which one?

Do you have a car?  yes  no

\_\_\_\_\_   
 If yes, which license plate number?

Have insolvency proceedings been applied for or opened against your assets in the last three years or has the granting of a discharge of residual debt been applied for?

yes  no

Are court eviction proceedings currently pending against you and/or the co-tenant(s) designated as contractual partners?

yes  no

Have you and/or the co-tenant(s) designated as contractual partners been given a warning or notice of termination in the last three years due to rent arrears or house disputes?

yes  no

In the event of a contract being concluded, it is imperative that bank details for the SEPA direct debit procedure exist. I/we confirm the accuracy of the above information and I/we am/are aware that no rental agreement will be concluded if the information provided is incorrect. We draw your attention to the fact that in the case of a rental agreement concluded with you, knowingly false information may lead to termination. I/We have taken note of the fact that Wohnungsbau Cham eG stores and processes personal data in an automated process for its own business purposes in accordance with the provisions of the EU GDPR and BDSG. Further information can be found in the privacy policy on our homepage. For the purpose of a credit check, a credit reference agency, in particular Schufa, may be commissioned to obtain information about you.

A claim to the letting of an apartment cannot be derived from this application.  
Acceptance is non-binding. The data will be deleted after one year and the application destroyed.

\_\_\_\_\_   
 Date

\_\_\_\_\_   
 Signature of interested party

**WOHNUNGSBAU**  
Cham eG

post@wohnungsbau-cham.de

| wohnungsbau-cham.de

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