

## IMPORTANT INFORMATION for new tenants

### I. Rental Conditions

1. To be studying according to article 3 of the Rental Regulations of 4.05.2009 and the directive on the right to housing, available on the [www.apartis.ch](http://www.apartis.ch) website.
2. To confirm agreement in writing (fax, email or form signed at the APARTIS office)
3. To provide a copy of your valid student card or a training certificate
4. To provide a copy of your identity card (for foreigners: copy of residence permit)
5. The contract is for an indefinite period
6. Termination conditions: three months' advance notice for 31 January or 31 August.

#### Before the effective date of the rental contract you must:

1. Sign the rental contract and return it to Apartis
2. Pay a rent guarantee deposit (equal to three times the amount of the rent for the room)
3. Pay CHF 20 for administrative costs
4. Pay the first rent

### II- Withdrawal

#### BEFORE signing the rental contract:

1. Immediately notify APARTIS;
2. Pay CHF 20 for administrative costs if a rental contract has been drawn up.

#### AFTER signing the rental contract:

1. Terminate the rental contract in writing;
2. Pay the rent until a replacement tenant has taken over, at the most until the next official termination date.  
The replacement tenant: must sign the above rental conditions.

### III. Changing Apartis rooms

1. You must sign a new rental contract
2. If the rent guarantee deposit for the new room is more than for the former room, you must pay the difference.
3. Pay CHF 50 for administrative costs
4. Pay the first rent
5. Terminate the contract for the former room in compliance with the rental regulations
6. **N.B.** A new rental contract does not release you from your contractual obligations linked to your current room!