**Long-term accommodation request**

1. **Requesting party**

|  |  |  |  |
| --- | --- | --- | --- |
| First name |  | Last name |  |
| Date of Arrival |  | Date of Departure |  |

1. **Personal details**

|  |  |  |  |
| --- | --- | --- | --- |
| Date of birth | *DD/MM/YYYY* | Place of birth |  |
| Nationality |  | Marital status |  |
| If Swiss, Canton |  | Profession |  |

1. **Contact details**

|  |  |  |  |
| --- | --- | --- | --- |
| E-Mail |  | Phone number |  |
| Address  |  |

1. **Studies and/or Employment**

|  |  |
| --- | --- |
| Type of studies | *Bachelor/ Master/ PhD in…?* |
| Institution |  |
| Type of employment | *Internship/ Traineeship in…?* |
| Employer |  |
| **Please make sure to attach a work contract or a letter of acceptance with your application.** |

1. **Financial details**

|  |  |
| --- | --- |
| Source of income | *Parents’ financial assistance, Bank loans, Government loans, Scholarships (organisation), Salary, …* |
| Total revenue per month [CHF]  |  | Amount set aside for monthly rent |  |

1. **Emergency contact *(parent(s), partner, mentor…)***

|  |  |  |  |
| --- | --- | --- | --- |
| Last name  |  | First name |  |
| Phone number |  | E-Mail |  |
| Address |  |

1. **Housing information**
	1. **Type of requested room**

|  |  |
| --- | --- |
| **Type of room** | **and/ or** |
| Single room | □ |
| Double shared room | □ |

* 1. **Other residences**

|  |  |  |
| --- | --- | --- |
| Did you apply for housing at any other residence in the Geneva area?  | *Yes* | *No* |
| If so, which one(s)?  |  |

* 1. **Recommendation**

|  |  |  |
| --- | --- | --- |
| Did you receive a recommendation for our home?  | *Yes* | *No* |
| If so, from whom?  |  |

* 1. **Personal requests/ comments**

|  |
| --- |
| *Feel free to use this space to inform us of, for instance, your allergies, ability to live in and share space with a community of young ladies, personal interests, language skills, or reasons for seeking housing at Home St. Pierre…*  |

1. **List of Attachments**

|  |  |
| --- | --- |
| **Item** | **Check** |
| Photograph, passport-size | □ |
| Work contract and/or University letter of acceptance  | □ |

1. **Conditions of cancellation, for your information**

|  |  |
| --- | --- |
| **Cancellation** | **Fee** |
| At least 30 days prior to the date of arrival  | 100 CHF |
| 15 to 30 days prior to the date of arrival | 200 CHF |
| Less than 15 days prior to the date of arrival | 50% of the deposit |
| No-show | The deposit will be retained |

1. **Residence contract and housing rules**

If my request for long-term accommodation at Home St. Pierre is accepted and if based on that I am offered and I accept housing at Home St. Pierre, then I

* 1. will sign and accept the residence’s contract
	2. will respect the housing rules
	3. will respect the instructions from the Home St. Pierre management
	4. agree to inform the Home St. Pierre management immediately, in case of any changes concerning my personal and/or professional situation
1. **Signature**

|  |  |  |  |
| --- | --- | --- | --- |
| Date of request: |  | Signature: |  |