

Tenant Questionnaire

Information about the rental property:

Address:

House number:

Rental start date:

Net rent incl. parking spaces:

Advance payment for operating costs:

Total rent incl. operating & heating cost advance payment:

Deposit:

Prospective Tenant (Contract Partner)	Prospective Tenant (Contract Partner)
Name/ First Name	Name/ First Name
Date and Place of Birth	Date and Place of Birth
Nationality	Nationality
Marital Status	Marital Status
Previous Address	Previous Address

Private Phone	Private Phone
E-Mail	E-Mail
Previous Landlord	Previous Landlord
Current Employer	Current Employer
Employed in current (not terminated) position since	Employed in current (not terminated) position since
Current Occupation	Current Occupation
Current monthly total net income in EUR	Current monthly total net income in EUR
Additional income (e.g. child benefit) in EUR	Additional income (e.g. child benefit) in EUR

Children, relatives or other household members belonging to the household:

Name	First Name(s)	Relationship	Date of Birth

The following questions refer to all contract partners listed above:

Number of persons moving into the house: _____

I / we have the following pets: _____

Was the last tenancy terminated?

☐ Yes

☐ No

If yes, for what reason: _____

In the past 5 years, has an eviction been carried out, or is there a threat of eviction regarding an existing tenancy?

☐ Yes

☐ No

Has insolvency/bankruptcy proceedings been initiated against you that are not yet completed?

☐ Yes

☐ No

Do you have regular payment obligations?

☐ Yes

☐ No

If yes, in what amount: _____

Do you receive social benefits for the payment of rent and/or deposit?

☐ Yes

☐ No

Is commercial use of the house intended?

☐ Yes

☐ No

I / we agree to the use of the information provided for the landlord's own purposes in accordance with the Federal Data Protection Act.

The following documents are attached to the tenant self-disclosure form:

- a copy of my/our ID card(s) (front and back)
- a rent arrears clearance certificate (confirmation of no outstanding rent)
- a copy of my/our last three payslips
- a SCHUFA report on my/our financial situation

Important Notes and Tips

If, after the conclusion of the rental contract, it turns out that individual statements are incorrect, the landlord is entitled to contest the rental contract and/or terminate it immediately without notice if necessary.

_____, on _____

Prospective Tenant

Prospective Tenant

How did you hear about us?

- ☐ MoVida website
- ☐ ImmoScout24
- ☐ Other: _____

Privacy Notice for Tenants and Prospective Tenants

With this notice, we inform you about the processing of your personal data in connection with the establishment and execution of a tenancy agreement for MoVida residential properties, as well as about your rights as a data subject in this regard.

1. Controller

The controllers responsible for data processing are:

DW Effectum Residential GmbH
Fürstenstraße 15
80333 Munich

and the respective MoVida property company (a list of these property companies can be found in the annex to this privacy notice).

DW Effectum Residential GmbH acts on behalf of the respective MoVida property company and, in particular, provides asset management services. Accordingly, it processes personal data either in its own name or on behalf of the MoVida property company, which is the landlord and owner of the respective residential property. The name and contact details of the property company acting as your landlord can be found in your rental agreement.

If you have any questions regarding data protection, you can contact both controllers by e-mail at datenschutz@movidaliving.de or by post at DW Effectum Residential GmbH, Fürstenstraße 15, 80333 Munich.

2. Sources and Categories of Personal Data

We generally receive your personal data directly from you when you contact us or a broker acting on our behalf for the purpose of viewing a home and initiating a rental agreement. However, in order to establish and carry out a tenancy, it may also be necessary for us to obtain your personal data from publicly available sources (e.g., public registers, credit agencies, or the internet).

Relevant categories of personal data include, in particular, personal identification data (such as name, first name, address, bank details, date and place of birth, ID data) and communication data (such as telephone number, e-mail address).

In addition, this may include contract data (e.g., amount of rent and ancillary costs), consumption and operating cost data, as well as other data contained in correspondence during the tenancy or its initiation.

This also includes the personal data provided by you in the tenant questionnaire, as well as any other personal data you have submitted to us in this context — for example, your occupation, net income, address, the number of family members moving in with you, and personal data obtained from register or creditworthiness checks.

3. Purposes and Legal Bases of Processing

We process personal data for the following purposes and on the following legal bases:

3.1 To Fulfil Contractual Obligations and Carry Out Pre-contractual Measures (Art. 6(1)(b) GDPR)

We process your personal data for the initiation, establishment, execution, and termination of the lease agreement concluded between you and the respective MoVida property company.

When you apply for a home, we require the personal data you provide in order to conclude the rental agreement and to assess the risk we are assuming.

If the tenancy agreement is concluded, we process your personal data to fulfil our contractual obligations.

3.2 To Protect Legitimate Interests (Art. 6(1)(f) GDPR)

In addition, we process your personal data where this is necessary to safeguard our legitimate interests or those of a third party, and where we can reasonably assume that you do not have an overriding interest in preventing such processing.

Our legitimate interests include, in particular:

- Assessing creditworthiness and default risks in rental operations
- Maintaining optimal communication with tenants and prospective tenants
- Performing maintenance, repair, and modernization work on rental properties
- Asserting and defending legal claims
- Centralizing or outsourcing business functions
- Ensuring IT security and the operation of IT systems
- Preventing and investigating criminal offenses
- Screening against national and international sanctions lists to ensure that no funds or other economic resources are provided to individuals or organizations listed on sanctions lists, thereby avoiding financial or legal disadvantages resulting from violations of legal requirements
- Implementing measures to ensure building and facility security and to protect property rights
- Managing and optimizing business processes and improving our services
- Disclosing anonymized or pseudonymized data in connection with property rentals (e.g., tenant data, consumption data, and operating costs) to owners of the property companies, investors, and experts for valuation and statistical purposes
- Disclosing relevant tenant data in connection with real estate transactions (such as the potential sale of a property), e.g., within a due diligence process; tenant data will be anonymized or pseudonymized wherever possible

- Implementing measures to ensure the sustainability, financing, development, or sale of MoVida residential properties

3.3 Based on Your Consent (Art. 6(1)(a) GDPR)

If you have given us your consent to process your personal data for specific purposes, we will process your data only within the scope defined by that consent. You may withdraw your consent at any time with future effect.

3.4 Based on Legal Obligations (Art. 6(1)(c) GDPR)

We also process your personal data to comply with legal obligations, such as statutory control and reporting duties, verification of age and identity, prevention of money laundering and terrorist financing, screening against sanctions lists of the European Union and other organizations, and compliance with statutory retention periods.

4. Recipients or Categories of Recipients of Your Data

We will disclose your personal data only where required by law, where you have provided consent, or where we are otherwise authorized to do so.

Under these circumstances, recipients of your data may include, in particular:

- External service providers acting on behalf of the landlord in connection with the property (e.g., property management, facility management, maintenance companies, emergency services, or experts)
- Utility companies, network operators, metering and billing service providers, and other service companies
- Credit agencies (e.g., SCHUFA) for assessing creditworthiness and default risks
- IT service providers, e.g., for the provision, maintenance, and support of our IT systems and to ensure IT security
- Real estate agents, e.g., for conducting viewings and preparing rental agreements
- Insurance companies (e.g., building or liability insurers), banks, and financial service providers (e.g., for payment processing and financing), affiliated companies of the respective property companies, investors, and appraisers
- In the context of real estate transactions, potential buyers of properties as well as their advisors (e.g., within a due diligence process)
- Public authorities and institutions, where legal or regulatory obligations exist (e.g., law enforcement or tax authorities), or in the case of the assertion and defense of legal claims (e.g., courts, bailiffs)
- Depending on the individual case, collection agencies, lawyers (e.g., for asserting or defending legal claims), tax advisors, auditors (e.g., for performing audits or reviewing our accounting), and notaries
- Other service providers to whom you have given consent for the transfer of your data, or to whom we are authorized to transfer personal data based on a balancing of interests.

5. Place of Data Processing

As a general rule, we process your personal data only within the European Union. If, in exceptional cases, processing takes place outside the EU — for example, by software providers or database operators that are located outside the EU and may access data from there — we ensure that your personal data is adequately protected and that such processing complies with the requirements of the GDPR for data transfers to third countries (e.g., through an adequacy decision, standard contractual clauses, the EU-U.S. Data Privacy Framework, or other appropriate safeguards pursuant to Article 46 GDPR).

6. Duration of Data Processing

We store your personal data only for as long as necessary to fulfil the purposes of processing mentioned above, as well as our contractual and legal obligations. In individual cases, a longer retention period may be required — for example, for evidence and documentation purposes in connection with statutory limitation periods. Contract-related documents and the personal data contained therein will be deleted or destroyed at the latest once the tenancy has ended, all mutual claims have been settled or can no longer be asserted (i.e., after the expiry of the statutory limitation periods; the regular limitation period is three years pursuant to Section 195 of the German Civil Code), and no statutory retention obligations (e.g., under Section 257 of the German Commercial Code or Section 147 of the Fiscal Code) or other legal grounds for retention remain. Retention periods may therefore extend up to ten years. If the data is no longer required to fulfil the purposes mentioned above or our contractual or legal obligations, it will be deleted by us.

If no lease agreement is concluded with you, the personal data you have provided will be deleted no later than six months after submission, unless other statutory retention periods apply.

7. Your Rights

You have the following rights regarding your personal data:

- The right of access pursuant to Article 15 GDPR,
- The right to rectification pursuant to Article 16 GDPR,
- The right to erasure pursuant to Article 17 GDPR,
- The right to restriction of processing pursuant to Article 18 GDPR,
- The right to data portability pursuant to Article 20 GDPR, and
- The right to object to processing pursuant to Article 21 GDPR.

If we process your data based on legitimate interests, you may exercise your right to object.

In such a case, we will only continue to process your personal data if there are compelling legitimate grounds for the processing that override your interests, rights, and freedoms, or if the processing serves the establishment, exercise, or defense of legal claims.

If we process your personal data based on your consent, you have the right to withdraw this consent at any time with effect for the future.

Processing carried out prior to the withdrawal remains unaffected.

To exercise your rights, please contact the controller listed in Section 1 ("Controller").

You also have the right to lodge a complaint with a data protection supervisory authority if you believe that the processing of your personal data violates the General Data Protection Regulation (GDPR) (Article 77 GDPR).

8. Provision of Personal Data

In the context of establishing or executing a tenancy, you are required to provide the personal data that is necessary for initiating and carrying out the tenancy and for fulfilling the associated contractual obligations, or that we are legally obliged to collect.

Without this data, we are unable to conclude or perform a contract with you.

9. Automated Decision-Making

Currently, no automated decision-making (including profiling) takes place based on your personal data.

10. Changes to This Privacy Notice

We reserve the right to amend or supplement this privacy notice in compliance with applicable data protection regulations.

(Last updated: September 2025)