

## 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:**

\_\_\_\_\_

**MoVida landlord company:**

Movida Propco A3 S.a.r.l.

<b>Prospective Tenant</b> (Contract Partner)	<b>Prospective Tenant</b> (Contract Partner)
Name/ First Name	Name/ First Name
Date of Birth	Date of Birth
Previous Address	Previous Address
Private Phone	Private Phone

E-Mail	E-Mail
Current Employer	Current Employer
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

**The following questions refer to all contract partners listed above:**

Number of persons moving into the house: \_\_\_\_\_

I / we have the following pets: \_\_\_\_\_

Have you failed to meet your rental payment obligations in the existing tenancy for two consecutive months by an amount exceeding one month's rent?

Yes

No

Have you failed to meet your rental payment obligations in the existing tenancy over a period of more than two months by an amount of at least two months' rent?

Yes

No

Was the most recent tenancy legally terminated due to an actual, material breach of the tenancy agreement, or was such a breach of obligation legally established by a binding court decision?

Yes

No

If yes, what was the nature of the breach of obligation? \_\_\_\_\_

Should you have answered at least one of the three above questions in the affirmative, you are hereby given the opportunity to provide reasons as to why the stated breach of obligation is not expected to recur in the prospective tenancy (e.g. higher net income, etc.):

\_\_\_\_\_

\_\_\_\_\_

Has a forced eviction been carried out within the last 5 years, or is a forced eviction imminent with respect to an existing tenancy?

Yes

No

Have consumer insolvency proceedings been initiated against you that have not yet been concluded at the present time?

Yes  No

Have you submitted a declaration of assets (affidavit) within the last 2 years?

Yes  No

After deducting my / our ongoing monthly financial obligations, the following amount is available to me / us on a monthly basis for rental payments (in EUR):

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Do you receive social welfare benefits to cover the payment of rent and/or deposit?

Yes  No

Is commercial use of the apartment intended?

Yes  No

## Important Notes and Tips

Prior to the conclusion of a tenancy agreement, we kindly request the following documentation:

- Proof of income (e.g. a copy of your pay slip or salary statement, bank statement, or income tax assessment; any information not relevant to this process may be redacted)
- Proof of creditworthiness (e.g. a credit report from a credit reference agency such as SCHUFA, which you have requested yourself and which contains the information necessary to assess your creditworthiness in the context of initiating a tenancy agreement)

Should you be in possession of a certificate of freedom from rental arrears issued by your previous landlord, you are welcome to submit this as well.

Should it emerge after the conclusion of the tenancy agreement that any of the information provided by you in this tenant self-disclosure form is inaccurate, the landlord reserves the right to contest the tenancy agreement or to terminate it with due notice — or, where applicable, with immediate effect and without notice.

Reference is made to the data protection notices for tenants and prospective tenants set out below.

\_\_\_\_\_, on \_\_\_\_\_

\_\_\_\_\_  
Prospective Tenant

\_\_\_\_\_  
Prospective Tenant

## **Data Protection Notice for Tenants and Prospective Tenants**

These notices inform you about the processing of your personal data in connection with the establishment and execution of a tenancy in MoVida residential properties, and the rights to which you are entitled 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 letting MoVida property company (a list of these property companies can be found in the annex to this data protection notice). DW Effectum Residential GmbH acts on behalf of the respective MoVida property company and assumes asset management responsibilities on its behalf. In this capacity, it processes personal data either in its own name or on behalf of the respective MoVida property company, which is the landlord and owner of the relevant residential property. The name and contact details of the letting property company can be found in your tenancy agreement.

If you have any questions regarding data protection, you may contact both controllers by email at [datenschutz@movidaliving.com](mailto:datenschutz@movidaliving.com) or by post at DW Effectum Residential GmbH, Landsbergerstraße 410, 81241 Munich.

### **2. Sources and Categories of Personal Data**

We generally receive your personal data directly from you when you contact us or a real estate agency acting on our behalf for the purpose of viewing a property or initiating the conclusion of a tenancy agreement. However, it may also be necessary for the establishment and execution of a tenancy that we collect your personal data from publicly accessible sources (e.g. public registers, credit reference agencies, the internet).

Relevant personal data includes in particular master data (such as name, first name, address, bank details, date and place of birth, identity document details) and communication data (such as telephone number and email address). In addition, this may include contractual data (e.g. the amount of rent and ancillary costs), consumption data and ancillary costs, as well as further data contained in correspondence during the tenancy or its initiation. This also includes the personal data provided in the tenant self-disclosure form completed by you, as well as all further personal data submitted by you in this context, such as your occupation, net income, address, the number of family members intending to move into the property with you, and personal data arising from register or credit reports.

### **3. Purposes and Legal Bases of Processing**

We process personal data for the following purposes on the basis of the following legal grounds:

#### 3.1 For the Performance of Contractual Obligations and the Implementation of Pre-Contractual Measures (Art. 6(1)(b) GDPR)

We process your personal data for the initiation, establishment, execution, and termination of the tenancy agreement concluded between you and the MoVida property company. When you apply for a property, we require the personal information you provide in order to conclude the tenancy agreement and to assess the risk we are assuming. Should the tenancy agreement be concluded, we process your personal data for the purpose of fulfilling our contractual obligations.

#### 3.2 For the Protection of Legitimate Interests (Art. 6(1)(f) GDPR)

We also process your personal data to the extent necessary for the protection of our legitimate interests or those of a third party, provided we have no reason to assume that your interest in

preventing such processing outweighs those interests. Our legitimate interests include in particular:

- Assessment of creditworthiness and default risks in the rental business
- Optimal client care for tenants and prospective tenants
- Maintenance, repair, and modernisation measures relating to the rental property
- Assertion of legal claims and defence in legal disputes
- Centralisation or outsourcing of business functions
- Ensuring IT security and IT operations
- Prevention and investigation of criminal offences
- Screening against national and international sanctions lists to ensure that no funds or other economic resources are made available to persons and organisations on sanctions lists, and to avoid financial or legal disadvantages resulting from non-compliance with legal requirements
- Building and facility security measures and enforcement of house rules
- Management and optimisation of our business processes and further development of our services
- Disclosure of anonymised or pseudonymised data in connection with the letting of properties (e.g. tenant data, consumption data, and ancillary costs of properties) to owners of the letting property companies, investors, and experts for valuation and statistical purposes
- Disclosure of relevant tenant data in connection with real estate transactions (such as a potential sale of the rental property), e.g. in the context of a due diligence process; tenant data will be anonymised or pseudonymised wherever possible
- Measures to ensure the sustainability, financing, development, or sale of MoVida residential properties

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

Where you have granted us consent to process your personal data for specific purposes, we will process such data only to the extent agreed therein. You may withdraw any consent granted at any time with effect for the future.

### 3.4 Based on Statutory Requirements (Art. 6(1)(c) GDPR)

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

## **4. Recipients or Categories of Recipients of Your Data**

We only disclose your personal data where statutory provisions require it, where you have given your consent, or where we are authorised to do so. In such circumstances, recipients of your data may include in particular:

- External service providers performing services related to the rental property on behalf of the landlord (e.g. property management companies, facility management companies, tradespeople, maintenance companies, emergency services, expert assessors)
- Utility companies, network operators, meter reading and billing service providers, and other service companies
- Credit reference agencies (e.g. SCHUFA) for the assessment of creditworthiness and default risks
- IT service providers, e.g. for the provision, maintenance, and upkeep of our IT systems and to ensure IT security
- Real estate agents (e.g. for conducting property viewings and preparing the conclusion of contracts)
- Insurance companies (e.g. building insurers, liability insurers), banks and financial service providers (e.g. for payment processing and financing), affiliated companies of the letting property companies, investors, and expert assessors
- In the context of real estate transactions, potential buyers of properties and their advisors (e.g. in the course of a due diligence process)
- Public authorities and institutions where statutory or regulatory obligations exist (e.g. law enforcement authorities, tax authorities) or in the event of the assertion and defence of legal claims (e.g. courts, enforcement officers)

- Depending on the individual case: debt collection agencies, lawyers (e.g. for the assertion of legal claims and defence in legal disputes), tax advisors, auditors (e.g. for the conduct and review of our accounts), notaries
- Other service providers for whom you have granted us consent to transfer data, or to whom we are authorised to transfer personal data on the basis of a balancing of interests

## 5. Location of Data Processing

As a matter of principle, we process your personal data exclusively within the European Union. In the event that processing exceptionally takes place in so-called third countries, e.g. in the case of software providers or database operators that may be based outside the EU/EEA or that may access data from outside the EU/EEA, we ensure that your personal data is adequately protected and meets the requirements of the GDPR for transfers to third countries (e.g. adequacy decision, standard contractual clauses, EU-U.S. Data Privacy Framework, or other appropriate safeguards pursuant to Art. 46 GDPR).

## 6. Duration of Data Processing

We store your personal data only for as long as is necessary for the fulfilment of the aforementioned processing purposes and our contractual and statutory obligations. Longer retention may be required in individual cases, for instance for evidentiary and documentation purposes with regard to statutory limitation periods.

Contract-related documents and the personal data contained therein will be deleted or destroyed at the latest when the tenancy has ended, all mutual claims have been fulfilled or can no longer be asserted (i.e. at the latest upon expiry of the statutory limitation periods; the standard limitation period is, for example, three years pursuant to § 195 of the German Civil Code (BGB)), and no statutory retention obligations (e.g. under § 257 of the German Commercial Code (HGB) or § 147 of the German Fiscal Code (AO)) or other statutory justifications for continued storage remain applicable. Retention periods may therefore extend to up to ten years. Where the data is no longer required for the fulfilment of the aforementioned purposes or our contractual or statutory obligations, it will be deleted by us.

If no tenancy agreement is concluded with you, the personal data you have provided will be deleted no later than six months thereafter, unless other statutory retention obligations preclude such deletion.

## 7. Your Rights

You have the following rights with regard to your personal data:

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

**To the extent that we process your data for the pursuit of legitimate interests, you may exercise your right to object. In such cases, we will continue to process your personal data only where there are compelling legitimate grounds for the processing that override your interests, rights, and freedoms, or where the processing serves the assertion, exercise, or defence of legal claims.**

Where we process your personal data on the basis of a declaration of consent, you have the right to withdraw that consent at any time with effect for the future. Processing carried out prior to the withdrawal shall not be affected thereby.

To exercise your rights, please contact the controller identified under Section 1 ("Controller") above. You also have the right to lodge a complaint with a data protection supervisory authority if you are of the opinion that the processing of your personal data is in breach of the GDPR (Art. 77 GDPR).

## **8. Provision of Personal Data**

In the context of the tenancy or its initiation, you are required to provide us with those personal data that are necessary for the establishment and execution of the tenancy and for the fulfilment of the associated contractual obligations, or which we are legally obliged to collect. Without this data, we are unable to enter into or execute a contract with you.

## **9. Automated Decision-Making**

No automated decision-making (including profiling) based on your personal data currently takes place.

## **10. Amendments to This Data Protection Notice**

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

*(As of: September 2025)*