Application Form for Room / Apartment Seidenstrasse, Dübendorf

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date of reservation |  |  |  |  |  |
| Person in charge for the guest while stay |  |  | Institute | [ ]  **Empa** |  | [ ]  **Eawag** |
| Applicant |  |  | Section |       |  |  |  |

Subtenant

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Address to | **[ ]**  | Mr. | **[ ]**  | Ms. | Nationality |  |
| Surname |  | Name |  |
| Function |  | Date of birth |  |
| Actual home address |  |
| Private e-mail address |  |
| Reservation \* | From |  | To | **Rent Period is limited up to 1 year** |
| Exact date of arrival (if known already) \* |  |

\*Check-in not possible before the 1st working day of a month
 Check-out has to be on the last working day of a month

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Language | [ ]  | German |  [ ]  | English |

Room/Apartment

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| [ ]  | Single room standard 15 – 21 m2 | [ ]  | Single room large 25 – 27 m2 | [ ]  | Double room29 – 36 m2 |
| [ ]  | Apartment | Number of (sleeping) rooms | 1 [ ]  | 2 [ ]  | 3 [ ]  | 4 [ ]  |
| If arrival by private car or motorbike it is compulsory to rent an official parking place: |
| [ ]  | Outdoor parking place "Viadukt“ |

Collection Procedure / Subvention

|  |  |
| --- | --- |
| [ ]  | Deduction from wages |
| [ ]  | Monthly invoice adressed to subtenant |
| [ ]  | Monthly invoice to |       |
| [ ]  | Debit to section |       | [ ]  | Regular funds |       |

Deposit

|  |  |
| --- | --- |
| [ ]  | Subtenant pays deposit |
| [ ]  | Laboratory/Section is responsible for the deposit |

Remarks

|  |
| --- |
|       |
| **Send this form directly to** gaestehaus@empa.ch **by e-mail** |