|  |  |  |
| --- | --- | --- |
| **City of Ostrava** | **Application** |  |
| City Authority |  |
|  |  |

**APPLICATION**

**for the lease of a municipal apartment**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| no. | Street | Building no. | Apartment no. | Apartment size | Rent |
|  |  |  |  | (m2) |  |
|  |  |  |  |  | (CZK/m2) |
|  |  |  |  |  |  |
| **1.** |  |  |  |  |  |
|  |  |  |  |  |  |
| **2.** |  |  |  |  |  |
|  |  |  |  |  |  |
| **3.** |  |  |  |  |  |
|  |  |  |  |  |  |
| **4.** |  |  |  |  |  |
|  |  |  |  |  |  |
| **5.** |  |  |  |  |  |
|  |  |  |  |  |  |

For the purposes of the rent calculation, the floor area of the balcony, terrace and basement storage unit is halved. The rent also includes the cost of renting fixtures and fittings (e.g. kitchen units, stove/cooking plates, fitted cupboards, etc.).

1. **Basic information about the applicant:**



|  |  |  |
| --- | --- | --- |
| Name: | Surname: | Title: |
|  |  |  |
| Date of birth: | Marital status: |  |



Permanent residence (city, street, building no., post code, country):



Address for correspondence (city, street, building no., post code, country):



Contact details (telephone/e-mail)



1. **Basic information about the applicant’s spouse (husband/wife):**



|  |  |  |
| --- | --- | --- |
| Name: | Surname: | Title: |



Date of birth:



Permanent residence (city, street, building no., post code, country):



1/2 **OSTRAVA !!!**

|  |  |  |
| --- | --- | --- |
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|  |  |

1. **Basic information about people who will be living in the leased apartment (except the applicant and their husband/wife):**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Name: | Surname: | Year of birth: | Relation to applicant: |
|  |  |  |  |  |
|  | Name: | Surname: | Year of birth: | Relation to applicant: |
|  |  |  |  |  |
|  | Name: | Surname: | Year of birth: | Relation to applicant: |
|  |  |  |  |  |
|  | Name: | Surname: | Year of birth: | Relation to applicant: |
|  |  | |  |  |
|  | Expected total no. of people who will live in the apartment | | no. of adults | no. of under-18s |
|  |  |  |  |  |

**IV. Information about the applicant’s current (permanent) residence:**

The applicant’s connection with the current (permanent) residence is as follows: the applicant is living (mark x in relevant box):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| as a tenant | as an owner | at parents | at grandparents |  |
| with relatives | as a sub-tenant |  | in a social hostel | other: .......................................... |

1. **The applicant hereby explicitly declares the following:**
   1. The applicant explicitly declares that if their bid is deemed to be the best bid, they will give notice to terminate any existing lease of an apartment owned by a different owner than the City of Ostrava (including apartments entrusted to its municipal districts), if that owner is located within the cadastral area of the City of Ostrava, or to terminate that existing lease by mutual agreement, both within fifteen days of the demonstrable delivery of the building administrator’s notification of the selection of the best bid; proof of this termination or notice to terminate the existing lease must be presented to the building administrator before signing the lease agreement.
   2. The applicant explicitly declares that all information given by them in this application is true.
   3. The applicant explicitly declares their consent with and understanding of the fact that this application does not establish any legal claim or entitlement to the conclusion of a lease agreement, i.e. that the City of Ostrava is not in any way obligated to conclude a lease agreement with the applicant, and that the applicant is not in any way entitled to demand that a lease agreement should be concluded or secured.
   4. The applicant explicitly declares that they are aware of their obligation to inform the building administrator about any change in the information given in this application no later than 30 days from the date on which this change occurred.
   5. The applicant explicitly declares that they are acquainted with the valid and effective “General terms and conditions for the conclusion of lease agreements for apartments in the below-listed apartment buildings owned by the City of Ostrava (not entrusted to municipal districts), no. I/2020”, as currently valid.
   6. The applicant explicitly declares that they grant their consent to the administration, processing and storage of the above data by employees of the building administrator when the building administrator is processing personal data in the role of a personal data processor and by employees of the City of Ostrava (Ostrava City Authority) when the City of Ostrava is processing personal data in the role of a personal data administrator and when this processing of personal data is conducted for the purpose of keeping records of applications for the lease of municipal apartments in apartment buildings owned by the City of Ostrava and not entrusted to its municipal districts. The administration, processing and storage of the data will be conducted to an extent that is necessary in order to achieve the purpose stated in the previous sentence. More information on personal data processing can be found on the website [www.ostrava.cz](http://www.ostrava.cz/) in the GDPR section.

In ................................................. date ................................. ...........................................................

Applicant’s signature

Appendix - no. 1 Confirmation of previous residence

* no. 2 Confirmation of employment
* no. 3 Sworn declaration
* no. 4 Certificate confirming the non-existence of financial obligations by the applicant and their husband/wife/partner who will be the co-tenant of the apartment to the City of Ostrava (available from the debt collection office of the City Authority, room no. 421,

420A or 418).