

# SELF-DISCLOSURE



laux und partner  
hausverwaltungen GmbH

for renting the following apartment:

Apartment number.: \_\_\_\_\_

**Total Rent: 375,00 EUR**

**Deposit: 2 cold rent, Bank guarantee or Cash deposit**

petrusstr. 18 · 54292 trier

fon 0651 / 9 18 10-0

fax 0651 / 9 18 10-10

info@lauxundpartner.de

www.lauxundpartner.de

start of rental: \_\_\_\_\_ (minimum rental period: 12 month)

surname, given name: \_\_\_\_\_

ID card number: \_\_\_\_\_ issued on: \_\_\_\_\_ through: \_\_\_\_\_

Date of birth: \_\_\_\_\_ nationality: \_\_\_\_\_

current place of residence: street: \_\_\_\_\_ zip code: \_\_\_\_\_

previous place of residence: street: \_\_\_\_\_ zip code: \_\_\_\_\_

mobile number: \_\_\_\_\_ private phone number: \_\_\_\_\_

e-Mail address: \_\_\_\_\_

How many residents will move into the apartment? \_\_\_\_ Pets: \_\_\_\_\_

**only for students:** university: \_\_\_\_\_ subject: \_\_\_\_\_

## Release of data exchange with the Studentenwerk Trier

**I hereby confirm that the Studentenwerk Trier, Universitätsring 12a, 54296 Trier, may share all data relating to my rental agreement with the company laux und partner hausverwaltungen GmbH, Petrusstr. 18, 54292 Trier. In particular, personal data, all correspondence and data about my payments and the status of the deposit payment may be shared.**

Signature: \_\_\_\_\_

I assure you, that the above mentioned information are complete and accurate. I further declare that no coercive measures are being taken against me and that my current economic circumstances guarantee the paying of the total rent. I agree to having my data checked by creditreform or Schufa.

Location, date: \_\_\_\_\_ signature: \_\_\_\_\_

Please send the fully completed and signed self-disclosure back to us. Following additional documents are needed: copy of the ID card from tenant

Attachement: Data protection information for data processing

geschäftsführer:  
matthias laux

sitz der gesellschaft: 54292 trier  
amtsgerecht wittlich: HRB 1851

# Data protection information for data processing



## 1. Lawfulness of processing, Art. 6 DSGVO

- agreement, contract, Contract initiation, Fulfillment of contract, Fulfillment of legal obligations
- Protection of legitimate interests of the person responsible or the third party
- Other (legal regulations)

### 1.1 Purpose

- Property management

### 1.2 Change of purpose

- a change of purpose is not planned

## 2. Origin of the data

- Contract, Fulfillment of contract, or Contract initiation with the person affected, Tenant self-disclosure

## 3. Recipients or categories of recipients of the personal data

### 3.1 internal recipients (within the responsible position)

- Recipients within the person responsible and all internal departments within the framework of the necessary communication to achieve the purpose: e.g.B. Purchasing, sales, accounting, contract processors

### 3.2 External recipients and third parties

- Owners, landlords, external bodies in the context of communication, public bodies that receive data based on legal regulations and third parties that are not processors

### 3.3 Credit check

- Our company regularly checks, when concluding contracts and in certain cases where there is a legitimate interest, including for existing customer, your creditworthiness.

To this, we work with Creditreform Boniversum GmbH, Hammfelddamm 13, 41460 Neuss, from whom we receive the necessary data. For this purpose, we transmit your name and contact details to Creditreform Boniversum GmbH. The information in accordance to Art. 14 of the EU General Data Protection Regulation on the data processing through Creditreform Boniversum GmbH can be found here: <https://www.boniversum.de/eu-dsgvo/informationen-nach-eudsgvo-fuer-verbraucher/>

## 4. Transfer of personal data to a third country

- Data transfer does not take place and is not planned

## 5. Period of storage of personal data

- the legal requirements for retention periods are held on to. As soon as your data is no longer relevant to our business processes, it will be deleted.

## 6. Rights of those affected

### 6.1 Right to information, Art. 15 DSGVO

- If your personal data is processed, you have the right to receive information about the data stored about you.

### 6.2 Right to Rectification Art. 16 DSGVO

- If incorrect personal data is processed, you have the right to have it corrected.

### 6.3 Right to deletion, restriction of processing Art. 17 und 18 DSGVO

- If the legal requirements are present, you have the right to deletion or the right to restrict processing.

### 6.4 Right of data portability, Art. 20 DSGVO

- If you have consented to data processing or there is a contract for data processing and the data processing is carried out using automated procedures, you may have the right to data portability.

### 6.5 Right to object, Art. 21 DSGVO

- You have the right to object to the processing of your data at any time.

### 6.6 Right to complain to a supervisory authority, Art. 77 DSGVO

- You have the right to attribute a complaint with a responsible supervisory authority.

### 6.7 Right to withdraw, Art. 7 DSGVO

- You have the right to withdraw your consent to the processing of personal data.

## 7. Obligation to provide data

The data collected is usually necessary to conclude the desired contract and to fulfill it after completion. Failure to provide the data would prevent the conclusion of the contract or the execution of the order.

## 8. Contact information

General questions about data protection are answered by the data protection officer, Pavel Kovalcuk, who you can reach via telephone number +496514627150 or e-mail address [pavel.kovalcuk@saveitfirst.de](mailto:pavel.kovalcuk@saveitfirst.de).

I hereby confirm that I have read the above „data protection notice on data processing“ and consent to the processing of the personal data I have provided.

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Location, Date, Signature