

## **Tenancy agreement about an apartment**

**Between**

**Name:** \_\_\_\_\_ XXXXXXXXXX \_\_\_\_\_ (sequency named guest)

**Mode of payment:** \_\_\_\_\_ XXXXXXXXXXXX \_\_\_\_\_

**No. of identity-card:** \_\_\_\_\_ XXXXXXXXXXXXXX \_\_\_\_\_

**No. of credit-card and period of validity of the credit-card:** \_\_\_\_\_ XXXXXXXXXX \_\_\_\_\_

**and:**

Boardinghouse Residenz am Treppchen  
Kirchstr. 8  
50996 Köln - Rodenkirchen  
Tel. 0221-35.798.44 / Fax 0221-35.798.43

(sequency named Boardinghouse)

the following contract will be made:

### **§1 - Apartement -**

1. Apartment No. XXX (full furnished) will be used temporary by XXXXXX
2. Both parties to the contract agree that XX person(s) will use the a.m. apartment.
3. The guest enrolls to hand over an announcement to the Boardinghouse within the first six days, if their stay is longer than 60 days.

### **§2 - Stay -**

**The guest will stay in the apartment from XXXXXX up to XXXXXX ( with possibility to extend)**

### **§3 - Notice -**

The Boardinghouse will give notice in case of:

- ◆ requestment of rent
- ◆ the guest does not follow the house-rules
- ◆ the apartment will be used commercial by the guest

#### **§ 4 - prices -**

The all-in price for the apartment is **Euro \_XXXXX\_** / per month. **Euro \_\_XXXX\_** / per additional week. In the price is the VAT and the Kulturförderabgabe inclusive

This price contents the following services:

- ◆ daily cleaning of the apartment incl. kitchenette and change of towels
- ◆ use of dishes and accessories as listed

the price excludes:

- use of the garage (will be charged with **Euro \_165\_**/per month)
- - final cleaning of the apartment (will be charged once with **Euro \_XXX\_**)

The amount has to be paid in advance, latest on the third of the current month.

#### **§ 5 - animals -**

You are not allowed to bring animals in the apartment.

#### **§ 6 - washing -**

You are not allowed to wash or to hang wet clothes in the apartment or on the balcony. There are washing-machines and dryers in the basement which can be used by the guest against payment.

#### **§ 7 - changes to the apartment -**

You are not allowed to make any changes to the apartment, e.g. to drill in the wall or to change furniture.

#### **§8 - utensils of the guest -**

For security reasons it is forbidden to use or to install additional utensils, e.g. immersion heaters, hot electric cookers, etc., in the apartment.

#### **§9 - Liability of the guest -**

The guest ( or the company who signed) will have the liability of payment and for all damages which may increase during the stay.

### **§ 10 - Liability of the boarding house -**

In case of theft or damage to things which belong to the guest, the Boardinghouse will take liability as per law.

### **§ 11 - failures -**

All failures in the apartment must be written and given in on the attached form within the first day. Afterwards failure to do so cannot be accepted by the Boardinghouse.

### **§ 12 - down payment -**

A down payment of Euro \_\_\_/\_\_\_ must be paid before moving-in. This amount will be paid back completely (free of interest) at the departure, if there are no other charges to be paid by the guest.

### **§ 13 - safe -**

There is a safe in each apartment which can be used by the guest. The Boardinghouse will not take responsibility for the content of the safe.

### **§ 14 - changes to the contract -**

All changes or additional agreements to the contract need to be written down to become valid.

### **§ 15 - additional agreements -**

- see "additional agreements"
- all "extra charges" must be paid weekly in the office

**§ 16 - rules of the house -**

- ◆ You are not allowed to place anything in the floors or in the stairway
- ◆ In case of storm, rain or snow all windows must be closed.
- ◆ The waste must be brought to the dustbins.
- ◆ Don't waste energy. All damages to the water pipe or power lines must be reported to the boarding-house immediately.
- ◆ You are not allowed to wash vehicles in front of the boarding-house.
- ◆ You are not allowed to put flower pots in front of the windows.
- ◆ Don't throw things out of the window.
- ◆ Please don't make noise during the time of 13.00 - 15.00 o'clock and 20.00 - 07.00 o'clock.
- ◆ It is forbidden to grill on the balcony.
- ◆ Changes or additional rules can be made by the boarding house.

Cologne, XXXXXX

Boardinghouse "Residenz am Treppchen,  
Kirchstr. 8, 50996 Köln-Rodenkirchen

.....XXXXXXXXX.....  
(signature of the guest)

.....XXXXXXXXX.....  
(signature of the Residenz am Treppchen)

## **Additional agreements**

### **Long time-rent**

- ◆ Additional services will be charged as per price-listed.
- ◆ The contract needs to be undersigned before or at the time of arrival to become valid. At that time also the down-payment and the first rent must be paid.
- ◆ Without an undersigned long time-rent-contract the Boardinghouse will charge the regular price as per price-listed.
- ◆ Extending days will be charged with Euro\_\_XXX\_\_ /per day. If the extension will be longer than three days, a whole week will charged.
- ◆ Lump sum prices for month cannot be reduced.
- ◆ The prices of the Boardinghouse are fixed for maximum 180 days. If there are more than 180 days between arrival and departure, the prices can be changed by the Boardinghouse after that time.
- ◆ If the apartment is extremely dirty, the price for the cleaning can be changed by the Boardinghouse.
- ◆ If the apartment will be used by a person, who is not mentioned in the contract, the Boardinghouse must be informed in advance. If you want to terminate the agreement, you have to inform the boardinghouse 21 days, before the regular contract ends. Don't you cancel the contract, it renew by the same conditions.
- ◆ In case of necessary repairs in the apartment, the guest can be located in another apartment (even a smaller one) for short time. Expenditure for moving apartments will be taken over by the Boardinghouse.
- ◆ The Boardinghouse keeps the property of all keys, which belong to the apartment. In case the guest loose or misuse the keys, all charges must be paid by the guest.
- ◆ Further on our general rules are valid.

.....XXXXXXXX.....  
(signature of the guest)