



Kreisbaugesellschaft Tübingen Postfach 18 80 • 72008 Tübingen

Apartment-hunting with the Kreisbaugesellschaft

**Kreisbaugesellschaft
Tübingen mbH**

Hechinger Straße 22
72072 Tübingen

Tel (07071) 93 25 - 0
Fax (07071) 93 25 - 105

www.kreisbau.com

- Please completely fill out our questionnaire for potential tenants (which includes the SCHUFA statement). You can get one at our front desk or download it from our website.

You can come in on **Mondays** or **Thursdays** during our visiting hours for an interview and hand in your filled out and signed questionnaire.

- Please bring your ID and – if necessary – your residents permit (*Aufenthaltstitel*)
- If available, hand us a copy of your **certificate of eligibility to public housing** (*Wohnberechtigungsschein*). You do not need one in general, but we still have some apartments in our portfolio where one is required.

If you do not have a **certificate of eligibility to public housing** (*Wohnberechtigungsschein*) yet, you can ask and apply for one at city hall. Whether or not you are entitled to one depends on your income.

- If you receive your income from any administrative office in Germany, please clarify in advance whether your tenancy changeover (move) is approved.
- Please bring an interpreter in case you do not speak German or English.
- In case we were not able to offer you an apartment during your interview, you are allowed to make follow up calls between the 7th and the 10th of each month to see if there are any new developments.