



PREPARE YOUR RENTAL FILE

Before signing the lease, the landlord (*or estate agent*) has the right to enquire about the identity and solvency of the prospective tenant. To do this, he/she may require certain documents from the prospective tenant. Most of these documents concern the identity or the level of financial resource :

VALID FRENCH OR FOREIGN PROOF OF IDENTITY, identity card, passport, driving licence, residence permit.

PROOF OF EMPLOYMENT STATUS, work contract or employer's certificate, internship agreement, student card or school certificate, as well as any recent document proving the professional activity

PROOF OF FINANCIAL RESOURCES, the last three pay slips (*if employed*) or the last two balance sheets (*if self-employed*)

PROOF OF ADDRESS, rent receipt, electricity bill, certificate of address for service, declaration on honour from the host, etc.

A COPY OF YOUR LAST TAX NOTICE (*even if you are a foreigner*).

! PLEASE NOTE ! The law prohibits the landlord from claiming certain types of documents that are considered confidential (*bank statement, bank account certificate, certificate of lack of credit, direct debit authorisation, copy of marriage contract or cohabitation certificate, personal medical file, extract from the criminal record, etc.*).

Discrimination in access to housing is prohibited under penalty of criminal prosecution. The law prohibits discrimination on the basis of origin, religion, political opinion, sex, physical appearance, etc.

It is common for landlords to require tenants to provide a **guarantor**, that is to say, a person who will provide a **guarantee** for you. A guarantor is a person who provides a guarantee for you, in other words, he or she undertakes to pay your rent if you can no longer afford to do so. In France, a guarantor is almost always required of people applying to rent a flat, whether they are a foreigner or French. If you do not have a guarantor, do not worry, there are alternatives :

♦ **VISALE**, a free guarantee that allows you to cover rent and charges in the event of unpaid rent. It acts as a guarantee to the landlord: visale.fr

♦ **LOCAPASS**, a free service that allows you to get an advance or to pay the security deposit : locapass.actionlogement.fr

