

Requirements – Questionnaire

PERSONAL INFORMATION

International / Transferee

Gender, family name and first name _____
 (Maiden name/other former names) _____
 citizenship(s) _____
 date of birth _____
 languages _____
 employer in Austria _____
 profession/job title _____
 local contract in Austria yes no
 start and end date of assignment _____
 preferred date for moving _____
 contact details (e-mail, mobile, recent living address) _____

 contact and address company in Austria _____

Spouse / Partner (also moving to Austria)

Gender, family name and first name _____
 (Maiden name or other former names) _____
 Married or official registered partnership yes no
 citizenship (s) _____
 date of birth _____
 driving licence from (country) _____

Child (ren) (also moving to Austria)

Family name and first name _____

 citizenship (s) _____
 date of birth _____

HOUSING

Temporary apartment first

number of bedrooms _____ booking from/to _____
 garage yes no payment company self

Visiting tour for permanent apartment

Before arrival yes no

via WhatsApp viewings yes no

in Person yes no

appreciated on: _____

shall we arrange the hotel reservation yes _____ number of rooms _____

preferred hotel _____

no _____

After arrival in temporary apartment yes no

Permanent housing

Lease period (from/to) _____

Will you keep any other address abroad? yes no

Unlimited stay in Austria? yes no

Budget for monthly gross rent (incl. legal maintenance costs for sewage, trash removal
excl. personal running costs – energy, heating...) and VAT

Euro _____ company self

Tenant according to tenancy agreement company self

Housing requirements (mark what is applicable)

House: single-family semi-detached/terrace house

old building new building

total living space _____

garden size _____

garage number _____ carport number _____

number of bedrooms (sleeping rooms) _____

fully furnished partially furnished (kitchen & bathroom)

Apartment garden apartment higher floor _____ penthouse

old building new building

total living space _____

garden size _____ balcony/terrace _____

garage number _____ carport number _____

number of bedrooms (sleeping rooms) _____

fully furnished partially furnished (kitchen & bathroom only)

other wishes _____

Location peaceful located inner city
preferred districts _____
access to public transport maximum distance to office _____ min
other wishes _____

MOVING COMPANY

organized by your employer organized by RANDOS
preferred moving company _____
payment of moving costs company self

BANK ACCOUNT

opening Austrian bank account yes no

FAMILY SERVICES

Co-insurance yes no

Schooling

gender, name of child (ren) _____

1. date of birth _____ 2. date of birth _____ 3. date of birth _____

current grade and type of school

1. _____

2. _____

3. _____

child (ren) main language _____

other language(s) _____

preferred school type in Austria

1. Public school _____

2. Private school _____

payment of tuition company self

Family allowance/childcare benefit yes no

PETS

kind of pets (race, size) _____

number _____

RANDOS

AUSTRIA'S RELOCATION EXPERTS

CAR IMPORT

Do you bring a car to Austria yes no

DRIVING LICENSE from (country) _____

Additional requirements _____

Please send the filled questionnaire to renate.schiller@relocation.at

General declaration of consent

Keeping safe your privacy has an essential value for us. Therefore, we provide you with detailed information about how we deal with your data. We use modern technical and organizational measures to secure our homepage and systems against data loss, destruction or dissemination of your data by unauthorized persons.

We save your personal data you shared with us voluntarily as our client in our encrypted CRM-Database as well as in physical form and use them for contract-completion.

Dissemination of personal data to responsible magistrates or authorities takes place as far as it is needed for the fulfilment of an assignment.

You have the rights to non-remunerated information (via E-Mail) about your personal and saved data, as well as the right to inhibit, delete, correct or revoke any permission given. Please contact:

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Praterstrasse 66/1/76A
1020 Wien, Österreich
tel.: +43 (0) 1 710 33 18 - 0
E-Mail: randos.vienna@relocation.at*

Depending on the contract your data will be retained for the necessary time in our CRM-System.

- I am agreed with the fact that my personal data are stored by RANDOS in the CRM-Database and will be processed and if needed disseminated.***
- I have read and accept the [privacy policy](#).***