

Application for change of apartments, 2 parties

- A change of apartments must always be approved by us.
- You must have had a rental agreement for at least 1 year, this applies to both exchange parties. In special cases, the change of apartments can be approved even if this requirement is not met, for example in the event of a death in the family or that you have lost your job and do not have the financial ability to pay the rent for your current apartment.
- If the exchange concerns an apartment with another landlord, the application must also be approved by that landlord.
- Attach any documents that support your need for a change of apartment.
- A new tenant must meet the requirements of our rental policy.
- If you get a new rental agreement, collected points will be reset to zero.
- Change of apartments only applies between tenements and is not allowed for Youth accommodations.
- Read the full terms and conditions at kalmarhem.se.

YOUR APPLICATION

- E-mail your application to kundservice@kalmarhem.se or send it to Kalmarhem AB, Box 305, 391 23 Kalmar.

TO THINK OF

- An exchange without our permission can lead to you losing your rental agreement, likewise if the approval was based on incorrect information or if financial compensation has occurred.
- Before the exchange takes place, an inspection must be booked, carried out and approved.
- The rental agreements are rewritten with the desired date, provided that the next rent invoicing has not taken place.
- Keys and access tags are handed over at our office at Larmtorget 3, on the day the new rental agreements come into effect.
- From the time we have received a complete application, the processing time is about 3 weeks.



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Desired date for the change (always at the turn of the month at least 3 months after application received)

EXCHANGE PART 1

Tenant, first name and last name		Personal identity number
E-mail		Phone number (mobile)
Address		
Size (number of rooms and sq. m.)	Rent (SEK/month)	Object number (e.g. 170-2103)
Landlord	Landlord, phone number	Landlord, e-mail
Object number (e.g. 170-2103) for any parking space/storage included in the exchange, other side agreements are automatically terminated		
New address		
Reason for the change		

FILL IN EXCHANGE PART 2 AND SIGNATURE ON PAGE 3 OF 3 →



EXCHANGE PART 2

Tenant, first name and last name		Personal identity number
E-mail		Phone number (mobile)
Address		
Size (number of rooms and sq. m.)	Rent (SEK/month)	Object number (e.g. 170-2103)
Landlord	Landlord, phone number	Landlord, e-mail
Object number (e.g. 170-2103) for any parking space/storage included in the exchange, other side agreements are automatically terminated		
New address		
Reason for the change		

SIGNATURE

By my signature, I confirm that the information provided above is correct and that:

- I accept the existing condition of the new apartment
- That no information of importance has been excluded
- That no financial compensation, whether cash payment or otherwise, has occurred due to the exchange

Exchange part 1	Date
Exchange part 2	Date

