

Explanations on the Release/Transfer of the Rental Deposit

Please observe the following points to prevent delays in the processing of your application:

- The instructions to close an account must contain **original signatures**. We cannot accept forms that are copies or scans.
- Please also enclose **copies of the relevant ID cards or passports** with your instructions to close an account to make it easier for us to verify and identify the authorized persons.
- Please check the **information for transferring the rental deposit**, such as the **account number (IBAN)**, to ensure it is correct (for instance, based on your Maestro card or bank/post office account documents).
- Changes and corrections on the form made individually by the tenant or lessor must always be confirmed by all parties.
- In the event of one party's death, we will need the consent of the legal heirs to dissolve the account of the deceased party, plus the following supplemental documents:
 - Death certificate (as legal proof of death)
 - Inheritance certificate (as proof of status as legal heir)
 - Copies of the heirs' ID cards or passports (to identify them)
 - If applicable, any certificates of executorship and powers of attorney (including copies of the ID cards of the individuals concerned)
- Please send the completed form signed by both parties directly to the address below. Handing it in at the counter or sending it to a branch or client advisor may result in delays.

Credit Suisse (Switzerland) Ltd.
SCAN 100
P.O. Box
8071 Zurich

Please submit only **one** copy.
Your form will be rejected if
 – it was completed **by hand** or adapted/supplemented;
 – the **mandatory fields** (pink or *) are not completely filled.

To be sent to:

Credit Suisse (Switzerland) Ltd.
 SCAN 100
 P.O. Box
 8071 Zurich

Instructions for the Release/Transfer of the Rental Deposit Amount

Account number (IBAN)*	
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Rental property			
Street*	Number		
Postal code*	City/town*		
Property description/reference (optional)			
Rental deposit amount*	CHF		

Tenant		
	Tenant 1	Tenant 2
	<input type="checkbox"/> Ms. <input type="checkbox"/> Mr. <input type="checkbox"/> Company	<input type="checkbox"/> Ms. <input type="checkbox"/> Mr. <input type="checkbox"/> Company
Last name*		
First name		
Street*/number		
Postal code*/town*		

New Address		
	Tenant 1	Tenant 2
	<input type="checkbox"/> Ms. <input type="checkbox"/> Mr. <input type="checkbox"/> Company	<input type="checkbox"/> Ms. <input type="checkbox"/> Mr. <input type="checkbox"/> Company
Last name		
First name		
Street*/number		
Postal code*/town*		
Phone		

Lessor		
	Lessor	Represented by agent
Last name		
First name		
Street/number		
Postal code/town		
Phone		

Product code 05002

Client No. (CIF)

Upon termination of the rental agreement, the tenant and lessor request that Credit Suisse dissolve the Rental deposit savings account (reference number _____) and transfer the rental deposit amount (including interest) as follows:

Transfer to the tenant(s)

- Full rental deposit amount** (incl. interest) to be transferred to **the tenant(s)**
- The **remaining amount** (after payment to the lessor/agent has been deducted) to be transferred **to the tenant(s)**

Tenant 1	Account number (IBAN)	
	Financial institution	
	Account holder	
	Amount	

Tenant 2	Account number (IBAN)	
	Financial institution	
	Account holder	
	Amount	

Transfer to the lessor/agent

- Full rental deposit amount** (incl. interest) to be transferred **to the lessor/agent**
- Partial payment to the lessor/agent** in the amount of CHF _____

Transfer	Account number (IBAN)	
	Financial institution	
	Account holder	
	Reason for payment	

For identification purposes, please enclose copies of the relevant ID cards or passports with this form.

Place and date

X _____
Signature of **Tenant 1**

X _____
Signature of **Tenant 2**

Place and date

X _____
Signature **Lessor/agent** (including company stamp)

Client No. (CIF)