



HOUSESCOUT always uses objective selection criteria when scheduling a viewing and making a rental proposal to the landlord.

Prior to a collaboration, HOUSESCOUT thoroughly informs its landlords about its objective selection procedure and expects the same objectivity from landlords in the tenant selection process. HOUSESCOUT will never use discriminatory selection criteria or comply with such requests from landlords. HOUSESCOUT will never ask for irrelevant information such as ethnic or cultural background, religious identity, political affiliation, mental health, sexual orientation, or physical health (unless this is relevant due to the (in)accessibility of the offered housing).

We always ask prospective tenants to submit a viewing request digitally if they are interested. This can be done via the relevant website or by email to: info@housescout.nl. Viewings will be scheduled based on the order of receipt combined with a suitable profile based on the questions below.

Required information for a viewing request:

- Desired start date and duration
- Working or studying
- Amount of (joint) income
- Presence and income of guarantor if studying
- Number of persons/household composition
- Pets or no pets

Required documents for making a rental proposal:

Employment:

- Copy of passport
- Employment contract
- Employer's statement
- Payslips from the past 3 months
- Proof of the most recent salary deposit
- Copy of bank card

Self-employed:

- Copy of passport
- Excerpt from the Chamber of Commerce (not older than 3 months)
- Financial statements of the past 2 years
- Proof of Income Tax of the past 2 years
- Recent bank statement
- Copy of bank card (If renting as a company, the above documents are also applicable).

Studying:

- Copy of passport
- Proof of enrollment in studies
- Copy of guarantor(s) passport
- Guarantor(s) income statement
- Guarantor form

HOUSESCOUT screens the documents for completeness and reliability and adheres to an income requirement if the housing falls under the housing permit ordinance.

Conditions such as the following can be considered in the landlord's decision:

- Additional requests from the tenant regarding the rented property or income requirement
- Stability of the work situation, temporary or permanent contract, security deposit

A prospective tenant will receive a written allocation or rejection from HOUSESCOUT after making a rental proposal, with the reason stated.

Definition of prospective tenant: A person who makes a rental proposal to HOUSESCOUT following a viewing.

Definition of interested party: A person who is interested in a viewing with HOUSESCOUT.