

## Documentation



**This is the documentation** that we need you to send us:

- A copy of the **NIF** (if Spanish) or **NIE** and **passport** (if not Spanish) of the owner of the property.
- The **property deed**, parcial or nota simple.
- A valid **certificate of habitability** (cédula de habitabilidad).
- An **energy certificate** or authorization for obtaining one.
- A photocopy of current **home insurance** policy.
- A photocopy of **utility bills** (electricity, water, gas, internet).
- A complete **set of keys** (building entrance door, apartment door, mailbox, terraces, etc.).
- An **inventory** of the property.
- The owner's **bank account number**.

## Property



The **apartment** should meet the following **requirements**:

- **In the bedrooms:** beds and mattresses, bedside table, wardrobes, lamps or lighting system, curtains.
- **Bedding** for each bed: mattress protector and pillows, bedspread and duvet.
- Effective exterior and interior **soundproofing**.
- **Heating and air conditioning** system.
- The property must be equipped with the necessary **electrical appliances** for the tenant to feel as though they were in their second home.
- The apartment must have at least these **appliances**: fridge-freezer, oven, microwave, washing machine, vacuum cleaner, TV, kettle, iron and ironing board, clothes drying rack and plates and kitchenware according to the size of the property.

Offices: