

Selection protocol

THE BAANTOWER

TW3 Makelaars and Verra Makelaars, hereinafter jointly referred to as “the rental agents”, apply a transparent, objective, and non-discriminatory selection procedure for the rental of apartments in The BaanTower, in accordance with the Dutch Good Landlordship Act (Wet goed verhuurderschap), the Equal Treatment Act (Algemene wet gelijke behandeling), and all other applicable laws and regulations.

This selection procedure is communicated in advance to prospective tenants and landlords. Landlords who make use of the services of the rental agents are required to respect this procedure and may not give instructions that conflict with these selection criteria or with applicable laws and regulations.

Equal Treatment

The rental agents reject discriminatory requests from landlords and do not discriminate on the basis of, among other things:

- origin, nationality, or ethnic background;
- skin colour;
- religion or belief;
- political affiliation;
- sex, gender identity, or gender expression;
- sexual orientation;
- marital status;
- disability or chronic illness;
- age;
- any other ground that constitutes prohibited discrimination under the law.

Prospective tenants are assessed solely on the basis of objective criteria that are relevant to the rental process.

Registration

Prospective tenants interested in an apartment in The BaanTower must register digitally to get a personal account at www.thebaantower.nl.

The information and documents that must be submitted are described in the ‘Registration Procedure’ and the ‘Document Checklist’, which are available in your BaanTower account.

Only fully completed registrations will be included in the selection process.

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Selection Criteria

Prospective tenants are selected on the basis of the following objective criteria:

1. The extent to which the prospective tenant meets the previously published rental conditions and income requirements.
2. The apartment preferences specified by the prospective tenant.
3. The completeness and timely submission of the required information and documentation.

Allocation of Apartments

The preferences specified by the prospective tenant will be taken into account as much as possible. First preference will be considered first, followed by second preference, and so on.

If multiple prospective tenants qualify for the same apartment, meet all applicable requirements, and none of the candidates has priority based on the selection criteria, the selection will be determined through an automated and random draw conducted via the NieuwbouwOffice system.

The Matchmaker module within NieuwbouwOffice is used to objectively match apartments and prospective tenants based on the predefined selection criteria. The outcome of this automated selection forms the basis of the recommendation submitted to the landlord.

Screening and Income Requirement

The rental agents verify the submitted information and documents for completeness, authenticity, consistency, and reliability.

Unless stated otherwise, the income guideline requires that the prospective tenant's gross monthly income is at least three times the basic monthly rent. If a different income requirement applies to a specific apartment, this will be stated in advance in the apartment listing or rental information.

The following documents may form part of the screening process:

- a valid proof of identity;
- income information;
- an employer's statement;
- recent payslips;
- information relating to self-employment;
- any other documents reasonably required to assess suitability as a tenant.

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Only information that is necessary to assess financial capacity and the ability to fulfil the obligations arising from the tenancy agreement will be requested. For a complete overview, please refer to the Document Checklist available in the account environment.

Grounds for rejection

A prospective tenant may be rejected if, among other things:

- the published rental conditions are not met;
- the requested information or documents are not submitted or are incomplete;
- the information provided proves to be incorrect, incomplete, or misleading;
- the applicable income requirement is not met;
- circumstances exist that make it impossible to reasonably establish that the obligations under the tenancy agreement can be fulfilled.

Decision-making

Upon completion of the selection procedure, the prospective tenant will receive written notification of either allocation or rejection. In the event of rejection, the reason for the decision will be provided where legally permitted and reasonably possible.

Definitions

Prospective Tenant

A natural person who has registered for an apartment in The BaanTower.

Candidate Tenant

A prospective tenant who, following the application of the selection procedure, has been selected for an apartment and is recommended to the landlord for the conclusion of a tenancy agreement.