

PRIVATE HOUSING MARKET

Tips for addressing the accommodation

- It is best to address the person in German. It will heighten your chance for a response. You can use the standard translation tools for assistance, like Google translator or DeepL.
- Address the lessor or contact person with a short, simple, formal text with the most important information, like name, status (student, single/married) and when you are able to move in + viewing appointment.
- If you have a name for the advertisement, address them like "Liebe/r Frau/Herr Name"
- If you do not know the name, address them like "Sehr geehrte Damen und Herren"
- If you have the possibility to arrange a viewing, you may say, "Ich bin an einer Wohnungsbesichtigung interessiert. Ich würde mich freuen, wenn Sie mir einen Termin zur Besichtigung anbieten können."
- You typically end an email with a closing greeting, you may write:

"Ich freue mich auf Ihre Rückmeldung.

Mit freundlichen Grüßen

Your Name"

- Sharing a flat or house is a very popular option among students in Germany. It is called Wohngemeinschaft, abbreviated to WG. The kitchen, bathroom and sometimes a living room are used communally, but each flatmate has his or her own room.
- If you look together with other students for an apartment to rent, you may say, "Ich schaue zusammen mit Name, Name und Name nach einer passenden Wohnung für eine WG. Sie fangen gemeinsam mit mir ein Studium an der BTU an."
- If you directly contact a WG which is looking for a flatmate and offering a room, you should add some information about yourself (field of study, hobby, age). The e-mail can be less formal than an e-mail addressing the lessor and you can even write it in English.

Tips for viewing the accommodation

- Provide proof of financial resources. Therefore, ask the lessor which documents they would already like to see at the apartment viewing (e.g., scholarship statement, blocked account

statement, official document stating that your means of subsistence are secured for the duration of your stay in Germany by a host, proof of a private liability insurance)

- In case you don't speak German, if possible, ask someone to help with translation at your viewing appointment
- Arrive punctually for the viewing!
- Offer to remove your shoes if the apartment is still occupied
- Do not make any phone calls during the appointment
- Be attentive and addressing the property owner respectfully
- Don't hesitate to ask questions about the apartment, policies and the rent agreement
- Inspect the apartment properly. Look for the conditions of windows, doors and for any signs of mould.

What is SCHUFA-Auskunft?

Property owners can request a SCHUFA rating to verify a tenant's financial reliability. The SCHUFA evaluates payment ability based on data from banks, utility companies, and other sources. The rating is provided in percentage form and can be requested once a year for free, with a faster option available for a fee. New residents in Germany cannot request a SCHUFA rating, but alternative proof of income, like a self-disclosure form found on wg-gesucht.de or online, can be used to demonstrate financial capability.

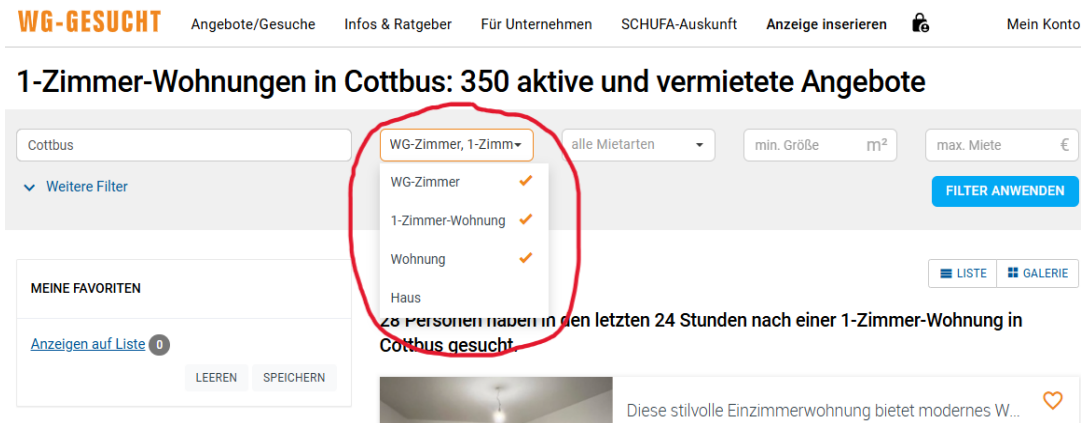
Tips before signing the contract

- Be Ready with a Deposit: Security deposits in Germany are typically equivalent to 1-3 months of rent. Make sure you have this amount available.
- If you do not have the entire amount available, you may ask the lessor if you can pay the deposit in 2 – 3 instalments. Please be aware: The lessor doesn't have to agree on this.
- Read the rental contract carefully before signing. Make sure you understand the terms, including lease length, notice period, and what is included in the rent (heating, electricity, water, etc.). If possible, have someone fluent in German review the contract with you.
- Be aware of the annual TV and radio license fee (Rundfunkbeitrag), which is mandatory for all households (18,36€/month). For more information:
https://www.rundfunkbeitrag.de/welcome/index_ger.html

Shared living

Tips

- The best place to look for existing shared apartments is [wg-gesucht](#)
- In the cursor you can look for a room in shared apartments (WG-Zimmer), a one-room apartment for yourself (1-Zimmer-Wohnung), and a flat, where currently nobody lives in, but you could also share with others (Wohnung)



- **In WGs**, usually everyone has their own room. The Kitchen and bathroom will be shared.
- The people looking for a new flatmate would like to get to know you a bit before inviting you to a 'WG Casting' (visit). Tell them about your hobbies, interests, and customs.
- Being invited to view the flat does not guarantee that you will get the room
- Contact several WGs! But don't waste your time reaching out more than once or twice. Sometimes, you won't receive an answer at all.
- Look constantly for new announcements.
- Open your search to the surrounding area of Cottbus to improve your chances
- Read the text! Sometimes they ask specific questions or give details about their WG life (e.g., party vs. no-party WG). Also, they might search for persons who fit specific criteria (gender, age, etc.).
- "Zwischenmiete" means they look for someone only for a certain time period. Probably their current flatmate is doing an ERASMUS semester and will move back afterwards.
- "keine Zweck-WG" means that they are not only looking for a new flatmate. They are also looking for someone who will be an integral part of the WG community (e.g., cooking together, playing board games, social evenings).
- Don't write what you think they would like to hear (e.g., that you have the same interests). Be honest!
- Customize Your Message: Tailor your application to each WG. Mention details from the WG's listing to show you've read it thoroughly and why you think you'd be a good fit.

- Don't copy-paste! Think about your own hobbies, interests, and customs. Also, an AI-generated text won't help you get responses or a room. In the end they want to get to know you in person before they give you the room. So, they will notice if you didn't tell the truth.

Example:

Hello,

- Short introduction (name, study-program, age)
- Information on where you found the announcement
- Information on your hobby and interests
- You may also describe yourself in a few words (e.g. are you more an introvert or an extrovert?)

I would be pleased to hear back from you and arrange a meeting to see the place and get to know you. If you like to have a call before, I am also up for that. Here is my number: ...

Regards, ...