How to Apply for a Subletting Permit Through Hyria

Step-by-Step Guide

Step 1 – Log In

- Log in to www.hyria.se using BankID.

Step 2 – Add Your Apartment

- Add your email address and phone number to your profile and click "Save Changes".
- Then search for your apartment and click "Add", followed by "Save Changes".

Step 3 – Create an Application

- Accept Hyria's terms and conditions. Select the rental period and provide the reason for your application. Click "Register".
- Please note: The housing association must approve your application before you can proceed to the next step.

Step 4 – Add Tenant Information

- Add the proposed tenant and complete the required contract information.

Step 5 – Credit Assessment & Final Approval

- Hyria conducts a credit check on the proposed tenant, and the report is uploaded to the application. The housing association then makes its final decision before a contract can be created.

  Please note: Both you and the housing association must approve the proposed tenant by logging in and clicking "Create Contract" before proceeding to the next step.

Step 6 – Contract & Signing via Scrive

- Log in to "My Pages", go to "Action Required", and select "Create Contract".
- Hyria prepares the rental agreement and sends it digitally via Scrive.
- The proposed tenant uploads proof of insurance (home insurance).
- The agreement is then signed using BankID.

Notifications & Updates

- Automatic email notifications are sent to both you and the housing association at every stage, keeping everyone updated on the status of the application.

- Move-in support, inspection checklists, key handover guidance, furniture recommendations, and useful tips are all available on "My Pages".

- Analysis of unauthorized subletting.

- Chat functionality with the housing association throughout the entire application process.

If you have any questions regarding the service, please feel free to contact Hyria at **support@hyria.se.**

Hyria