

At ESTUHOME, we want you to feel like you are in your own home.

Our daily cleaning service, laundry service, and full-board meal service will help you be able to spend the most time possible studying and making your academic year successful.

We have established some rules at ESTUHOME to make living together easy and to make everybody feel comfortable here.

All residents must abide by these rules and sign our internal contract.

## **PAYMENTS**

For the reservation of a place and in registration fee, the future resident will have to pay 200 euro at the time of formalizing the registration. If the future resident cancels her place, Estuhome will retain the 200 euro as annulment expenses. The residents of the course must discount these 200 euros that they left of the payment in the month of September 2019.

Between June 10 and 20, the resident must enter into the account of Estuhome a monthly payment as bail.

If the resident cancels their place as of June 10 or modify their duration, Esthome will retain the deposit as cancellation expenses.

Until June 15, Esthome will only retain 125 euros as cancellation expenses to all first-year students, who paid their tuition (200 euros) and must cancel their reserved place for a justified cause (selectivity not exceeded, has not been accepted at the university, etc.).

The deposit will be returned at the end of the period of residence contracted, but only if no damages have been caused in the installations, furniture, appliances or any other another element that is part of the Residence.

When the resident does not notify cancellation of the currently contract 60 days in advance, must pay an extra month and Esthome will retain the deposit as cancellation expenses.

For the return of the deposit it will be necessary that the resident student make a refund of the keys of the room and safe that was delivered to him/her when formalizing the registration. If you do not do this, you will be deducted from the deposit the amount of the expenses that the Residence could cause the lack of return of the keys.

The resident who was expelled from the residence for a serious offense, will not be entitled to the refund of the deposit that will remain in the hands of the residence as a penalty clause.

Your reservation will not be confirmed until the registration fee and one month's deposit is paid.

The registration fee will not be refunded if the student cancels their booking.

Payments must be made within the first five days of each month.

FULL ACADEMIC YEAR RATES (September 1TH – June 30TH or September 1TH – June 15TH)

Rooms	Only Housing	Full board – Monday to Friday	Full board – Monday to Sunday
PREMIUM SINGLE ROOM	1.000 € / MTH	1.170 € / MTH	1.245 € / MTH
STANDARD SINGLE ROOM	900 € / MTH	1.070 € / MTH	1.145 € / MTH
PREMIUM DOUBLE ROOM	870 € / MTH	1.040 € / MTH	1.115 € / MTH
STANDARD DOUBLE ROOM	750 € / MTH	920 € / MTH	995 € / MTH

**\*\*10 % VAT INCLUDED\*\***

STAYS BETWEEN 5 AND 9 MONTHS HAVE A SUPPLEMENT OF 50€.

STAYS BETWEEN 2 AND 4 MONTHS HAVE A SUPPLEMENT OF 60€.

SPECIAL RATE FOR 2019/20 COURSE

- Free registration if you register before May 30th, 2019.
- Siblings in the residence – 5 % discount per sibling.
- Large family – 5% discount.
- For students who were in Estuhome during last year – 5 % discount.
- Annual payments (10 months) in september: free registration and 5% discount.

Discounts can not be accumulated.

Each resident will choose the discount that best suits them.

Payments must be transferred to our bank account:

Estuhome s.l.

ES 1201280075540100034086

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If the student leaves the residence or is asked to leave by the manager in severe circumstances, all rights and special rates will not apply.

All deposits will be returned once the stay is over as long as the resident has not caused any damage to the facilities, furniture, electrical appliance or other property.

If the resident needs to leave the residence, they must notify the Management at least 60 days in advance and must pay the monthly rate until then.

ESTUHOME will cancel the penalty fee for leaving early if the resident finds a substitute to live in the residence for her.

### **RULES OF COMMUNITY LIFE**

ESTUHOME residence tries to create a family friendly atmosphere for our residents to enjoy their stay.

For that to be possible, we ask you to follow these rules:

- Residents must be as quiet as possible when they are entering, leaving or inside the residence.
- It is not permitted to use Radio , TV or any other electronic object with a high volume from 23:00 to 9:00.
- In the study room, it is not allowed to talk or be noisy. You may talk and make noise in the dining room on the 6th floor, the roof terrace and the TV area on 5th floor.
- It is strictly forbidden to eat foods and prepared foods that are dirty and leave odors (pizza, hamburgers, Chinese food, etc.) on the fifth floor. Anyone who wants to eat the food ordered or purchased outside the residence, will have to do it on the sixth floor and take charge of lowering the garbage he has generated. Failure to comply with this rule will result in expulsion of the residence for a period of 3 days.

### **VISITORS**

Visitors are allowed on our terrace but there are no parties allowed or excessive noises.

Residents can invite friends over to study together in our library, space permitting.

Residents of ESTUHOME have priority if there is not much space left. Residents can invite a friend or family for lunch or dinner if they notify the kitchen staff 24 hours in advance.

Guests must pay (in cash) 4 euros for breakfast and 8 euros for lunch or dinner.

If a resident wishes to invite a friend or family member to sleep over, they must consult the room availability first or supplementary bed.

For one night, a guest must pay 30 euros for a double room and 40 euros for single room. Also we have available extra bed for 25 euros. Males are not allowed on the 5th floor.

### **DINING ROOM**

Residents with a food allergy or intolerance must notify the person in charge of the dining room when they register.

Each resident must fill out a weekly calendar with their possible hours of when they will be eating.

Every week, we will take a poll to find out what food you want and we will try to please all of you, but we know that might not always be possible.

If you would like something like eggs or salad instead of the food on the menu, just let us know in advance.

If you can't come to the dining room one day, we can prepare a Lunch Box if you tells us 24 hours ahead of time.

### **COFFEE ROOM AND THE FRIDGE**

On the 5th floor, there is a coffee machine and fridge. You may buy the coffee that you like. You can keep your soft drinks in the fridge.

In ESTUHOME, we trust that our residents will respect each other's drinks and should not cause any issues.

### **SECURITY (THEFT)**

Although each resident has a key for her own room and a personal safekeeping, you are not allowed to enter the room of a fellow resident without their permission.

ESTUHOME is not responsible for any residents' lost belongings or damage.

### **SMOKING, ALCOHOL, DRUGS**

Possession and consumption of any types of drugs is not permitted, neither are large amounts of alcohol in any part of the ESTUHOME residence.

Smoking is prohibited in all rooms except for a designated area on the outside terrace.

Use of lit candles or items that make smoke or flames is prohibited.

### **ANIMALS**

Animals are strictly prohibited.

### **LAUNDRY**

We will provide a laundry bag for your clothes and we ask you to mark all of your belongings.

There will be two baskets, one for light clothes and one for dark clothes that the resident may drop their clothes in. In the case of any special requirements, please speak with our housekeeper.

ESTUHOME is not responsible for any damage done during the laundry process.

Extra laundries may be provided at an extra cost of 6 €.

### **PERSONAL CLEANLINESS**

Residents must be properly dressed in all common areas of the residence.

We clean the bathrooms several times a day, but we ask you to keep the area in good conditions.

We ask you to kindly treat our residence employees with respect.

### **NOTICE TO PARENTS**

ESTUHOME reserves the right to inform the parents or the guardians of inappropriate or dangerous behavior by the resident.

If the resident constantly has behavior problems or puts anyone in danger, they may be asked to leave the residence.

### **DEPOSIT RETURNS**

Once the contract period ends, ESTUHOME will return the deposit as long as there was no damage caused by the resident to the facilities, furniture or electrical appliances and if the resident was not expelled from the residence.

In case of expulsion due to noncompliance to the rules or because of inappropriate behavior, DEPOSITS WILL BE NOT RETURNED.

Residents must return their room key and safekeeping key.

These rules may be subject to change. If any rules are changed or added, all residents will be notified and must comply with the modifications.

**Estuhome S.L, is not responsible for the care and supervision of minors during their stay in the residence, being obliged to comply with what is stated in the internal regulations.**