

GUIDELINES

The tentative reservation and reservation

- 1) The tentative reservation of the room is one week from the date of your application.
- 2) You may be observed your reservation by paying to us one month of rent as a security deposit.
- 3) If there is not payment of the security deposit during one week from your booking, and this tentative reservation will be expire automatically.

Security deposit

- 1) The security deposit is fixed one month de rent.
- 2) If there is not damaged and dirt an apartment (your room) caused by your negligence when you move out, it will be appropriated to rent of the final month.

Amount and payment of rent

- 1) The rent will be counted essentially from the date arrival that you have booked.
- 2) The rent payment shall be paid until end of each month.

If you have to change the date of your arrival for your some reason, please contact us as much as possible early in advance.

- 3) The following items are included in the rent.

An electric bill, water bill, Internet usage fee, toilet paper, household appliances use fee (personal refrigerator, shared microwave oven, shared washing machine)

Early Move-out and Move-out

- 1) You have to notice essentially of cancellation one month before to us
- 2) If you choose to move out of before the end of month or a termination of the contract without your notification one month before, you will not receive a refund for the rent fee unless there is a valid reason.
- 3) Even if it is a long stay or short stay, we will charge you 30 euro's as a "cleaning charge" when you move out.
- 4) If you soiled and damaged an apartment caused by your negligence, we will charge you an actual costs and expenses for repairs as damage charge.

Cancellation Policy

Reservations may be cancelled without charge up to one week prior to arrival.

Reservations cancelled less than one week before the date of arrival will incur the following charges:

Six days in advance 10% of security deposit rate
Five days in advance 20% of security deposit rate
Four days in advance 30% of security deposit rate
Three days in advance 40% of security deposit rate
One day in advance 50% of security deposit rate
Same day 80% of security deposit rate
No show 100% of security deposit rate