



1. DURATION OF THE LODGING: The lodging is reserved from Saturday/Sunday previous to the course at 19.00 o'clock, until Saturday/Sunday after its end at 12.00 o'clock. The schedule of reception for all the new students in Trinity School (C/Ave del Paraiso 6), every Saturday/Sunday before the beginning of the courses, when we give the students the keys of their lodging.

2. RESERVATION AND PAYMENT OF THE LODGING: Trinity School reserves the rooms for the time that the student requests in the RESERVATION. The total payment of the lodging should be made before arriving and any extra day should be paid during the first three days of the course in the school, in cash. The cancellations will be made according to the General Conditions of the school that are the following ones:

"If the cancellation is received before the 30 previous days to the beginning of the reserved course, the school will charge the student the amount of 70, 00 Euros in concept of expenses of cancellation of courses and lodging.

"If the cancellation is received during the 30 previous days to the beginning of the reserved course, the school will charge the student the amount of 135, 00 Euros in concept of expenses of cancellation of courses and lodging.

" If the cancellation takes place after the 12:00 hours from previous Friday to the beginning of the course, the school will charge the student the total amount of the reservations, so much of courses as of lodging

3. CONTINUATIONS: The rooms can not be occupied neither before nor after that explained in point 1, only in exceptional cases. The student should request the extension of their stay in the office of Trinity School and pay the quantity for the extra night in individual room or double room.

4. CHANGES OF APARTMENT: Trinity School facilitates rooms near the beach or in the old part of the city. If the student wants to change apartment, he/she will be able to do so if there are free rooms in the other apartments. The student should request all changes in the office.

5. GUESTS: It is completely prohibited for non students/friends/guests or family to sleep/stay in the apartments. Exceptionally, this is possible only if there is available place and at the price on the fee sheet per night in individual room or in a double room. The student should request permission first in the office.

6. EXPENSES: The price of the rent of the lodging includes the basic expenses of electricity and water but **not gas**. The use of electric apparatuses of high consumption it is allowed, such as stoves, heaters, electric blankets, portable ovens, etc. The use of the mentioned appliances will suppose the payment of a supplement (5 € for week and appliance).

Heaters and ventilators can be hired in the office, 5 euros per heater/ventilator. It is forbidden for students to buy their own electrical appliances to use in the apartment. All apartments will be inspected weekly and any extra electrical appliances will be charged to the student from the starting date of their course.

7. CLEANING AND HYGIENE: The occupants of the apartments are responsible for their periodical cleaning, so much their own rooms as of the common areas, especially before leaving at the end of the course.

In the event of not completing this norm the students will pay the weekly expenses of cleaning.

8. ANIMALS: For hygienic reasons animals are not allowed in the apartments. This fact will suppose the immediate expulsion of the student from the apartment.

9. FURNITURE: The occupants of the apartment are responsible for the conservation of the furniture: beds, seats, tables, closets, etc. in the event of some damage, the student will be responsible for the payment of the repair. It is not allowed to change the furniture neither to have too big objects such as bicycles and surf boards in the apartments.

10. NORMS OF THE COMMUNITY OF NEIGHBOURS: The occupants of the apartments should respect the norms of the community of neighbours, among which is highlighted, the obligation of throwing out the garbage to the containers every night starting from 21:00 o'clock. It is forbidden to make noise between the 23:00 and the 09:00 hours and to have parties in the apartments. The non compliance of these rules will result in the immediate expulsion of the apartment with no refund.

11. KEYS OF THE APARTMENTS: The student is responsible for the key of their apartment. In the event of loss or robbery of the keys, the student will pay the change of the lock of the apartment.

12. INSPECTIONS OF THE APARTMENTS AND EXECUTION OF NORMS: The school reserves the right to inspect the general state of the apartments and the execution of the norms without previous warning. The no fulfilment of the norms can suppose the expulsion of the student of the apartment. At all times the apartments belong to the school and students must comply with the above rules.