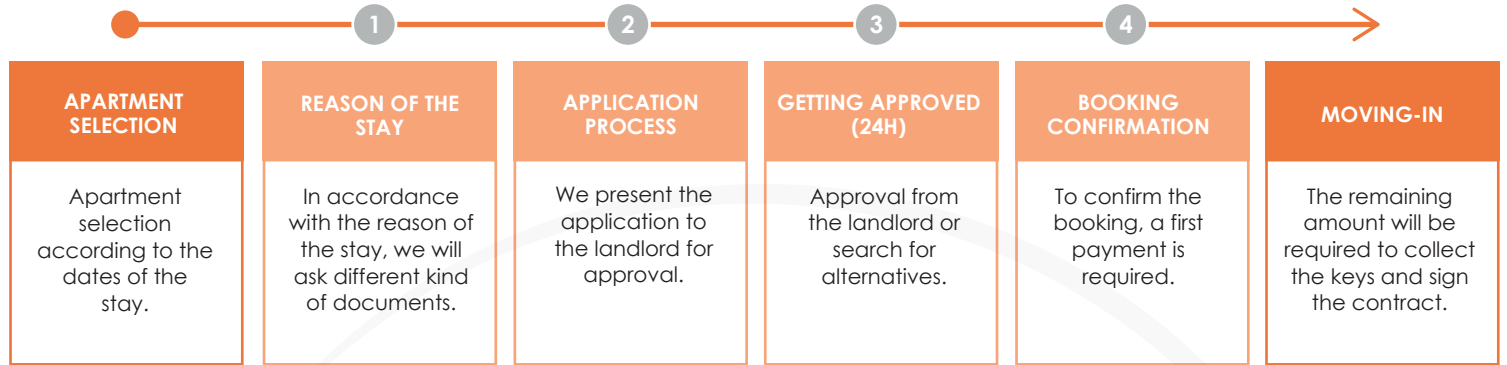


HOW TO BOOK AN APARTMENT?

MONTHLY RENTAL (from 32 days up to 11 months)



REQUIRED DOCUMENTS

- ID card or passport

<p>STUDENTS OR INTERNS:</p> <ul style="list-style-type: none"> School enrollment or acceptance letter. Internship agreement. Endorser. 	<p>WORKERS:</p> <ul style="list-style-type: none"> Work contract (Spanish or international) + 3 last payslips.
<p>FREELANCERS:</p> <ul style="list-style-type: none"> Bank statements + tax return or invoices 	<p>COMPANIES OR OTHERS:</p> <ul style="list-style-type: none"> Please contact our commercial team for more information.

ECONOMIC CONDITIONS (to rent a flat)

<p>FIRST MONTH RENT</p> <p>If the contract starts before the 15th, you pay the proportional part of the rent.</p> <p>If it starts after the 16th, you pay the proportional part + the second month.</p>	<p>AGENCY FEE + VAT (21%)</p> <p>According to the length of the contract:</p> <ul style="list-style-type: none"> ≥ 5 months: one month rent. 3 - 5 months: 20% discount based on one month rent. < 3 months: 30% discount based on one month rent. 	<p>DEPOSIT (IVIMA)</p> <p>Two months deposit are required. The deposit will be refunded up to 30 days after the end of the contract.</p>
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IMPORTANT INFORMATION

UTILITIES
Utilities are not included in the rental price. We will charge from the second month of rent, a forecast of consumptions according to the number of rooms in the flat:

1 → 120€	3 → 200€
2 → 160€	4 → 240€

At the end of your contract, we will adjust these provisions with your real consumption.

INTERNET
We offer Internet installed in the flat, but it is not included in the rental price.

CLEANING
The final cleaning fee is mandatory and will be directly deducted from the deposit at the end of your contract.

KEYS COLLECTION

We offer two options to collect the keys:

- In our agency in Calle del General Pardiñas 78, from Monday to Friday between 9am and 6pm.
- Outside these times, with prior notice, an agent will come to the flat with the keys. This has an additional price of 50€. *

*(Please consult night or holiday timetable)

The booking holder is entitled to the full refund of the booking amount paid to ShMadrid if the contract is not finalized for reasons attributable to the property, without in any case, having the right to demand any additional compensation.

PAYMENT METHODS

You can pay by two different types of payment:

- Bank transfer (also works from foreign banks).
- Immediate payment with credit card online or at the agency. (Bank fee: 1% VISA o MC, 3% AMEX).

The PROS of ShMadrid

- We have our **emergency phone number 24h/7** and our own team of technicians.
- All of our apartments come fully **equipped, furnished and ready to move-in**.
- You will be assigned a team of **managers responsible of your flat** during your all stay.
- We offer high **quality insurane policies** that cover your belongings inside and outside the flat.



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