



Hillside Properties N.V.

The Range, The Bottom, Saba, Dutch Caribbean

T (599) 416-2451 F (599) 416-2450

HILLSIDE DORMS LEASE AGREEMENT

NOTE: PLEASE ATTACH PASSPORT TO FILLED OUT LEASE!

LEASE AGREEMENT & OCCUPANCY INFORMATION – HILLSIDE DORMS (Use other form for Hillside House)

TENANT Information

Name: _____

Home Address: _____

Home Phone _____

Saba Phone _____

Email (please print clearly!): _____

Dorm Unit and Room Assignment (assigned by office): _____

Lease Duration: January to April 2020 Semester

Move-out date: Friday, April 17, 2020

PAYMENTS:

All payments are to be made by wire transfer, direct deposit to our US account, check or cash.

OWNER will acknowledge receipt of these funds

First Semesters Rent	\$2,450.00
Electricity Charge	+ \$150.00
Water Charge	+ \$200.00
Total Semesters Rent:	\$2,800.00
Refundable Security Deposit:	+ \$150.00
Grand Total:	\$2,950.00

PAYMENT OF RENT AND DORM FEES:

If your payment of your rent is based upon financial aid that you have not yet received, you must submit proof that the financial aid has been approved and the date the bank or lending company will disperse the funds to you. The rent payment MUST be made immediately upon receipt of the funds by you. If you do not pay the dorm fees from your financial aid or loan, you agree to immediately and voluntarily vacate the dorm.

Additionally SUSOM will be notified of your delinquency and we will apply a \$100 penalty for each day that your fees remain unpaid.

Wire instructions are on page 8 of this document.

PLEASE INITIAL _____

REFUNDABLE SECURITY DEPOSITS:

Please be advised that all security deposits will be refunded one semester after your check-out date. NO EXCEPTIONS.

If your contract has been extended and approved by the head office, the deposit is contingent on a per-semester bases until your check-out date has been established.

Deposits will only be returned in full after the check-out list has been followed and there have been no deductions found.

PLEASE INITIAL _____

FORFEITURE OF RENT:

If you leave the dorm for any reason prior to the end of the term of the lease, you will forfeit your full rent. No exceptions. YOU MUST INFORM THE DORM MANAGER, CHECK OUT AND RETURN THE KEYS. If the keys are not returned, your deposit will be forfeit.

PLEASE INITIAL _____

EXPIRATION OF THE LEASE:

When you leave upon expiry of the lease, YOU MUST INFORM THE DORM MANAGER, CHECK OUT AND RETURN THE KEYS or you lose your deposit.

PLEASE INITIAL _____

RETURN OF SECURITY DEPOSIT:

All security refunds must be collected within a 6-month period. Checks not cashed or refunds not collected are the student's responsibility and Hillside will not be held responsible to re-issue new ones.

PLEASE INITIAL _____

ADDITIONAL CHARGES:

During times of drought there will be an additional water usage fee which will be deducted from your deposit at the end of the semester. This charge will vary between \$0.00 and \$100.00 (Maximum cap).

PLEASE INITIAL _____

LATE CHARGE:

Any dishonored check shall be treated as unpaid rent, and subject to an additional service fee of \$50.00.

PLEASE INITIAL _____

UNPAID RENT:

If for any reason rent is not paid in full at time of check in, it must be paid in full within 30 days of beginning lease date. Hillside Properties reserves the right to evict the TENANT with 24-hour notice. If legal help is sought by Hillside Properties for unpaid rent, the TENANT will pay to Hillside Properties all fees pertaining to the matter. After the 30th day of commencement of Lease, late fees will be \$50.00 per day until the rent has been paid in full.

PLEASE INITIAL _____

HOUSE RULES:

TENANT shall comply with all house rules as stated here or on separate addendum, which are deemed part of this rental agreement, and a violation of any of the house rules is considered a breach of this agreement.

PLEASE INITIAL _____

QUIET TIME:

Quiet time at the dorms all semester long is 9PM to 6AM (this includes the weekends and public holidays as well). However, during the day time, it is prohibited to disturb roommates or other TENANTS which reside in and around the Hillside Properties. It is not allowed to play loud music, make excessive noise nor disturb the peace of others!

PLEASE INITIAL _____

SOCIAL GATHERINGS:

Only "Quiet Social Gatherings" are permitted at the Hillside Properties!

It is not allowed to have social gatherings in the respective quad without the consent of all other roommates. If you disturb your roommate and a complaint is received, it will be addressed along with the advice of the medical school.

PLEASE INITIAL _____

HOUSE KEEPING:

You are expected to keep your room and common area in a clean condition, to keep your own room clean, pest free and free of garbage including the bathroom. You are to wash your own dishes, clean the stove and refrigerator as necessary. Do not leave food on the counter. Failure to do so will attract insects and bugs. Place food in sealed containers or leave in the refrigerator

Random spot checks will be done by management. Quads which are not being kept in a satisfactory manner will get 1st warning, 2nd time a fine of \$50.00 per student and 3rd time eviction from the dorms.

PLEASE INITIAL _____

CLEANING SERVICE:

Hillside provides a bi-weekly cleaning service, the fee is \$10 per person every 2 weeks!

Sign up and payment can be made at the Hillside office.

If you choose to hire your own cleaner, that cleaner must be approved by Hillside prior to being allowed to enter the premises and you assume all risk and responsibility pertaining to such.

PLEASE INITIAL _____

GARBAGE/ TRASH:

Take your garbage out regularly. Ensure your garbage is bagged and tied and is taken to the trash area between Hillside 1 and Hillside 2. It is not allowed to put trash/bottles in boxes. ALL GARBAGE MUST BE BAGGED! All Trash is to be placed inside the provided garbage cans.

Note: The recycling rules must be followed. Recyclable items must be disposed of in the ORANGE pales and Non-recyclable in the BLACK pales. Failure to comply will result in units being fined!

Garbage found outside of the containers will be returned to its OWNERS for proper disposal, AND your unit will be written up.

More than two infractions related to improper disposal of your garbage will be grounds for immediate eviction.

No leaving of garbage/boxes of any type outside your door. This only attracts unwanted guests. This should be placed in the garbage containers. No littering is permitted on the property, discard garbage accordingly. First time a warning will be given and from the 2nd time all occupants of the unit will be penalized \$25.00 each.

PLEASE INITIAL _____

OTHER PROHIBITED ACTIVITIES:

Other prohibited activities not listed above shall include, but are not limited to:

Cleaning, scaling and/or gutting of fish on or around the premises, including porches, steps and grounds is strictly prohibited.

Growing of plants on the tiled porches is strictly prohibited.

Parties, other than the Quite Social Gatherings noted above are strictly prohibited.

Failure to abide by this section will result in a 1st warning, 2nd time a fine of \$50.00 per TENANT and 3rd time eviction from the dorms.

PLEASE INITIAL _____

OCCUPANTS:

There are NO OVERNIGHT Guests allowed in any unit. Any TENANT found allowing overnight guests will lose their entire deposit on the first infraction. Any subsequent overnight guests in the same unit will result in immediate eviction – with no refund possible.

PLEASE INITIAL _____

PETS:

No animal, fowl, fish, reptile, and/or pet of any kind shall be kept on or about the premises, for any amount of time. If you do not adhere to this clause, then this is grounds for eviction with no refund of paid rent and deposit.

PLEASE INITIAL _____

CONDITION OF PREMISES:

TENANT acknowledges that he/she has examined the premises and that said premises, all furnishings, fixtures, furniture, plumbing, heating, electrical facilities, all items listed on the attached property checklist, and/or all other items provided by OWNER are all clean, and in good satisfactory condition except as may be indicated elsewhere in this Agreement. TENANT agrees to keep the premises and all items in good order and good condition and to immediately pay for costs to repair and/or replace any portion of the above damaged by TENANT, his guests and/or invitees, except as provided by law. At the termination of this Agreement, all of above items in this provision shall be returned to OWNER in clean and good condition except for reasonable wear and tear and the premises shall be free of all personal property and trash not belonging to OWNER. It is agreed that all dirt, holes, tears, burns, and stains of any size or amount in the carpets, drapes, walls, fixtures, and/or any other part of the premises, do not constitute reasonable wear and tear.

PLEASE INITIAL _____

ALTERATIONS:

TENANT shall not paint, wallpaper, alter or redecorate, change or install locks, install antenna or other equipment, screws, fastening devices, large nails, or adhesive materials. Place signs, displays, or other exhibits, on or in any portion of the premises without the written consent of the OWNER except as may be provided by law. Unit must be returned in its original state. If signs are posted of any sort on inside or outside of premises, \$35 fee will apply for not adhering to lease.

PLEASE INITIAL _____

PROPERTY MAINTENANCE:

TENANT shall deposit all garbage and waste in a clean and sanitary manner into the proper receptacles and shall cooperate in keeping the garbage area neat and clean. TENANT shall be responsible for disposing of items of such size and nature as are not normally acceptable by the garbage hauler. TENANT shall be responsible for keeping the kitchen and bathroom drains free of things that may tend to cause clogging of the drains. TENANT shall pay for the cleaning out of any plumbing fixture that may need to be cleared of stoppage and for the expense or damage caused by stopping of waste pipes or overflow from bathtubs, wash basins, or sinks.

PLEASE INITIAL _____

TOILETS:

Never flush anything down the toilet that was not consumed including toilet paper!
IF IT DID NOT COME OUT OF YOUR BODY, IT DOESN'T GO IN THE TOILET. All bathrooms have a garbage can – use this garbage for your toilet paper. The septic systems here on the island are NOT designed to handle anything other than human waste. If you clog your toilet – it could take days to get it fixed – not the sort of problem, you likely wish to experience. If someone must come and unclog your toilet due to not following the above statements, there is a \$75 charge.

PLEASE INITIAL _____

SINKS:

Never put anything down the sinks in either the bathroom or the kitchen other than fluids. All solids must be disposed of in the garbage cans. This means NO FOOD CAN BE DISPOSED IN THE KITCHEN OR BATHROOM SINKS!
If someone has to come and unclog your sink due to not following the above statement, there is a \$75 charge.

PLEASE INITIAL _____

WATER:

Conserve water wherever possible. Saba is an Island and the main source of water is rain. Turn the shower off while shampooing and lathering, use a trickle of water to rinse dishes, brush teeth, for showering, etc., REMINDER – if the power is off there is NO WATER.

In times of drought or excessive usage of water, an additional fee will be charged for water usage. Also refer to drought fee on page one. PLEASE INITIAL _____

ELECTRICITY USE:

When not in the unit, turn your lights off and raise the temperature on the air conditioning. Electricity is very expensive on Saba and your co-operation in keeping costs down is appreciated. Windows must be kept shut while AC is running. Units found with windows open and the AC running will be fined \$100!

PLEASE INITIAL _____

SMOKING:

No smoking is allowed inside your units. This includes but is not limited to; cigarettes, hookah etc. There is ZERO tolerance for leaving cigarette/cigar butts outside of your units or in the walk ways of the dorms. If they are found in front of your unit you will have a \$35 deduction taken from your security deposit.

If it is found that you are putting your cigars/cigarettes/ashes out on the railings or the buildings and causing damage to the building. You will lose your security deposit.

PLEASE INITIAL _____

KEYS:

Do not put your address information on your keys. If you lose your keys there will be a \$150.00 charge for room keys and for entrance door keys – again – we are an island and it can take days to get keys duplicated. It is always your responsibility to keep your keys with you.

If you get locked out of your room for whatever reason and HSP must have the door opened for you (Whether it is during office hours or after hours) there will be a fee of \$35.00 charged every time for this service. Fee is due to person at time of unlocking door.

If you lock your bathroom/quad mate out of the restroom and it must be unlocked, you will also be charged the above fee.

PLEASE INITIAL _____

INTERNET:

Wireless Internet is available through the local internet provider – SATEL – located in The Bottom – but you must make your own arrangements with them for access. Or, you can always use the school library.

PLEASE INITIAL _____

AIR CONDITIONING:

Please do not close the vents off in your bedrooms. Come to a mutual agreement with your unit on an agreed temperature. Closing the vents off will cause the units to freeze up and thus your air conditioning units to stop working/freeze up.

If AC is powered on, it is not permitted to open the windows, or to leave doors open for a long periods of time. Saba is a small island and getting the repairs done can take quite some time to be executed. Failure to comply will result in a charge of \$100.00

PLEASE INITIAL _____

SATELLITE:

Satellite subscription is not provided; however, this can be purchased from a local provider.

PLEASE INITIAL _____

INSURANCE:

TENANT acknowledges that OWNER’s insurance does not cover personal property damage caused by fire, theft, rain, war, acts of God, acts of others, and/or any other causes, nor shall OWNER be held liable for such losses. TENANT is hereby advised to obtain his or her own insurance policy to cover any personal losses.

PLEASE INITIAL _____

RIGHT OF ENTRY AND INSPECTION:

HILLSIDE DORMS RESERVES THE RIGHT TO MAKE PERIODIC INSPECTIONS (RANDOM CHECKS) OF YOUR UNITS TO ENSURE COMPLIANCE

MANAGEMENT may enter, inspect, and/or repair the premises at any time in case of emergency, suspected abandonment, dorm inspections and repairs and maintenance deemed necessary by Management. MANAGEMENT does not have to give advanced notice and may enter for the purpose of showing the premises during normal business hours to prospective tenants, for smoke alarm inspections, and/or for normal inspections and repairs. OWNER is permitted to make all alterations, repairs and maintenance that in OWNER’S judgment is necessary to perform.

PLEASE INITIAL _____

ASSIGNMENT:

TENANT agrees not to transfer, assign or sublet the premises or any part thereof. The room that you are assigned to via Pat Nation at the school is the unit you must reside in. No changing of the rooms at any time.

PLEASE INITIAL _____

EXPIRATION OF LEASE:

The premises shall be considered vacated only after all areas including storage areas are clear of all TENANT’S belongings, and keys and other property furnished for TENANT’S use are returned to OWNER. Should the TENANT hold over beyond the termination date or fail to vacate all possessions on or before the termination date, TENANT shall be liable for additional rent and damages, which may include damages due to OWNER’S loss of prospective new renters. This rent is \$50.00 per day.

PLEASE INITIAL _____

CHECK OUT:

Upon check out, the dorm manager will inspect the property along with the student TENANTS and a list will be made of any damaged/ missing or broken property if any.

The TENANTS understand that they are both separately and jointly (with the other TENANTS of the same unit), responsible for the entire cost of the damages, missing items, and other expenses with the unit.

EXAMPLE: If there is garbage in the unit, and or repairs are required, and the total invoice is \$100.00, each TENANT of 4 will be invoiced \$25.00 (deducted from the deposit) even if it is not “your” garbage.

PLEASE INITIAL: _____

CHECK OUT PROCEDURE:

You must make an appointment to move out. Appointment times will be emailed to you prior to the end of the semester.

Appointments must be made to move out of the dorms.

The checkout will be done when the last TENANT leaves the quad.

The dorm inspection will be conducted at check out and keys must be returned in order to receive refunds of the deposits, minus any fees as noted herein.

TENANT’S units must be clean when the Dorm Manager arrives for your appointment. All units need to be swept, mopped, all appliances (coffeemaker, toaster, fridge, stove, etc.) wiped down, cabinets cleaned and wiped down, all dishes washed and put away, windows wiped down, sinks wiped out and cleaned, bathrooms cleaned including floors, showers, toilets and sinks. All garbage needs to be thrown away. The units must be as clean as they were when you moved in. Bedding, including sheets, pillowcase, towels, dish towels) must be dropped off at laundry, you must sign off to avoid being charged. Pillow and mattress topper must be left in the room, on the bed. TENANT will not be allowed to clean during your walk through, all cleaning must be done prior to the walk through. Quads have to be as clean as they were when you moved in. (Continued on next page)

Once your unit and rooms have been checked you will be asked to leave the unit. No re-entry is allowed. Please make certain that your belongings are in your possession. Anything left behind is not the responsibility of HSP. If you fail to make an appointment HSP will presume you do not wish to check out and your deposit will not be returned.
PLEASE INITIAL: _____

LAUNDRY:

It is your responsibility to take your bed linens and towels to the laundry service every two weeks – located at the bottom of Hillside Dorm #1.

Hillside Dorms' laundry service is available Monday to Friday 7 am to 1 pm and 2 pm to 4 pm. The fees are displayed at the laundry and are subject to change without any prior notice.

ABSOLUTELY no washing of your clothing in the unit. If this takes place and the OWNER is made aware, you will automatically lose your deposit. No hanging of clothing on the railings of the building. If you do not comply, Charge is \$35.00.

PLEASE INITIAL _____

FEES ACCUMULATED:

ANY FEES THAT ARE ACCUMULATED THAT ARE STATED ON THE LEASE WILL BE DEDUCTED AT THE END OF THE SEMESTER.

PLEASE INITIAL _____

ASSISTANCE:

If assistance is needed, you can contact Kelly Johnson at the office (located on the first floor of Dorm #2) at 416-2451.

Office hours are 7:00 am- 12:00pm and 1:00pm-3:00 pm Monday to Friday.

You can leave a message on this line or send an email to Kelly@hes-con.com

**In case
of an emergency, please call +1 721 522 5977**

Welcome to Saba, and we hope that your stay here is enjoyable and your studies are successful!

DORM MANAGER: _____
Kelly Johnson

TENANT: _____
(Print Student name)

Date: _____

Date: _____

Please see below the wire transfer instructions.

HILLSIDE DORMS - Wire transfer information:

Bank: Bank of America

Bank Address: Martin Downs Village Center, 3270 SW Martin Downs Blvd, Palm City, Florida 34990

Name of Account: H.S.P. SABA INC

Address of Account: 4407 SW Martin Highway, Palm City, Florida 34990

Routing number: 063000047

Bank Account number: 898077172908

ABA routing number for Wire Transfer: 026009593

HELPFUL HINTS

- When you are done using the restroom, please unlock both doors so your bathroom mate can use the restroom. If management must unlock bathrooms/room/ entrance, you will be charged a \$35 fee for locking your roommate or yourself out.
- Please do not move the unit furniture in your bedrooms. Leave it in the common area where it was when you arrived.
- Please do not re-arrange your bedrooms. If you do, put them back the way you found them when you arrived.
- Please do not hoard dishes in your bedroom. There are only 4 of each items in your unit, when you are done with something – wash it and put it away.
- If you have a unit discrepancy with any of your roommates try to resolve it amongst yourselves. If it cannot be resolved, please go see Ms. Pat Nation at the Medical School to assist with the issue. Hillside is only accountable for your housing and not your personal problems. If it has to do with housing, we are more than happy to assist you in clearing up the issue.
- Do not leave food open or on the counters unless you would like to invite undesired guests.