

## Terms & Conditions

Thank you for your interest in our Cruce Program.

Please read our Terms and Conditions carefully before submitting your application. To apply, consult our list of prices to choose the desired services and resources, then complete our registration form. Find both on our website under the Space *Cruce* section.

### Calendar:

The duration of the program is **a minimum of two weeks** and a **maximum of 2 months**.

In the case of one-month periods, the participation starts on the 1st of the first month and ends on the 30th of the last month or starts on the 16th of the first month and ends on the 15th of the last month.

In case of periods of two weeks, the program starts on the 1st and ends on the 15th of the month, or starts on the 16th and ends on the 30th of the month.

There is a possibility to combine one-month and two-week periods.

### Costs and payment:

Cruce participants choose from the different resources and services we offer and pay the respective fee for each of them. (See our list of prices on our website under the *Cruce* section.)

We will ask you to make a payment at least 15 days before the beginning of your program period. In case of periods longer than one month, the payment of the second period must be made at least 5 days before the end of the first period.

You will be charged for additional resources and services during your stay.

Bank Transfer costs which might occur are paid by the applicant. In case there are bank transfer costs and you cannot find out the amount before the bank transfer, we will charge them during your stay or withdraw them from your deposit.

The selection is made in order of request and **the booking confirmation will be finalized once the necessary part of the economic participation (the reservation fee and the security deposit) is paid.**

**The reservation fee is the fee of the 1st participation period**, which is 1 month in case of periods of or longer than 1 month, and 2 weeks in case the length of the participation period is 2 weeks.

### **Damage policy:**

The participant agrees to pay a **security deposit** in the amount of 20% of the price of the first period of their booking together with their first payment. This deposit will be refunded after the end of their program period in case no damage occurs during their stay.

### **Cancellation policy:**

By reserving their place, participants commit to taking part in the Cruce Program as agreed and to taking responsibility for the potential damage caused to AADK Spain in case of cancellation, by losing the respective part of their reservation fee as follows:

- As long as the cancellation occurs more than 1 month before the beginning of the program period, the participant can get a 50% refund.
- After that, the participant can cancel within a period of 1 month up to 14 days before the starting date and get a 25% refund.
- If the participant cancels less than 14 days in advance or decides to leave early after starting the program, there is no refund.

### **Cancellation policy regarding COVID-19 circumstances**

In case of cancellation due to changes in COVID-19 travel regulations, we provide an 80% refund, only in case the changes in the travel regulations have occurred after the reservation payment has been made. In this case we will require you to provide us with relevant information from authorities regarding the issue.

### **Spaces**

During their stay, participants are part of our temporary community, in which keeping the common spaces clean is a shared responsibility. We will ask participants to always leave the common spaces as they found them (or in a bit of a better shape ;).

The same applies to the accommodation and working space: we ask participants to keep them clean during their stay and when it comes to their departure, to leave them as they found them upon arrival.

If you have any questions, please reach us at [cruce@aadk.es](mailto:cruce@aadk.es)