

HOW DO YOU RESERVE A TEMPORARY APARTMENT?

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Select your stay dates and choose your apartment

Enter your exact check-in and check-out dates in the search bar. Our apartments are available exclusively for temporary rentals, with a minimum stay of 32 days and a maximum of 11 months.

You can make a pre-reservation directly on our website by paying the specified amount. Once the pre-reservation is completed, you will need to submit the required documentation for approval, as outlined in our Temporary Rental Terms and Conditions. The review process for your documentation may take between 3 and 5 business days, especially if a weekend is involved. If your request is denied, we will refund the full amount.

Important: These are temporary rentals with defined start and end dates and cannot be extended beyond 11 months.

Request more information or schedule a visit: If you need additional details before booking, you can use the contact form on the apartment page. Alternatively, send us the reference number of the apartment you're interested in, along with the reason for your request. We will provide you with information regarding the temporary rental conditions and confirm availability.

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Required documentation to confirm your temporary stay

Scanned copy of your ID, NIE or passport and specific documentation according to your situation:

2.1 Employed professionals

- Last three pay slips
- Employment contract
- Company letter specifying a temporary or fixed-term assignment in Barcelona
- Report of the latest income tax return of the individual
- Certificate of registration of residence or a document proving the address in your city of origin
- Proof of entry date (mandatory for foreigners) and, if possible, the exit date (plane, train, bus tickets...)

2.2 Self-employed

- Report of the latest income tax return of the individual
- Last three income tax payment receipts
- Justification for a temporary work project in Barcelona with start and end dates, including agreements with Spanish companies
- Certificate of registration of residence or a document proving the address in your city of origin
- Proof of entry date (mandatory for foreigners) and, if possible, the exit date (plane, train, bus tickets...)
- Temporary visa for non-EU residents

2.3 Students

- University admission letter
- Proof of tuition payment
- Solvency record and/or guarantor
- Enrollment confirmation with start and end dates of the academic program
- Certificate of residence registration or a document proving the address in your city of origin

2.4 Companies

- Passport or employee identification document
- Company incorporation certificate and company tax identification number
- Legal representative accreditation
- Last year's corporate tax declaration
- Company letter specifying a temporary or fixed-term assignment in Barcelona

2.5 Other Cases

- Proof of financial means (bank statements, employment contracts, or pensions)
- Official document proving the reason for the temporary stay (internship, short-term research, medical treatment, etc.)
- Certificate of registration of residence or a document proving the address in your city of origin
- Proof of entry date (mandatory for foreigners) and, if possible, the exit date (plane, train, bus tickets...)

Vacation stays longer than 1 month

- Travel itinerary or flight ticket with entry and exit dates
- Certificate of registration of residence or a document proving the address in your city of origin
- Bank statement proving sufficient funds to cover the stay
- Approval letter for sabbatical leave or work leave (if applicable)
- Tourist visa for non-EU residents (required for stays of up to 3 months)



Income verification for stays over 31 nights

We perform an income verification for all temporary stays. AB Apartment Barcelona will notify you of the result within up to 3 business days, although this process may take up to 5 days if a weekend is involved. Your monthly income must be at least 2.5 times the rental amount.

Reminder: These apartments are exclusively intended for temporary accommodation and cannot be used as a permanent residence.

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Confirming your rental and what is included in the price

3.1 In order to confirm your rental you must pay the following:

- 1st month's rent + one-time agency fee (if applicable)
- Agency fee: From 32 days to 11 months: the agency fee is included in the total rental price shown on the website



IMPORTANT

If the reservation is cancelled within the first 48 hours, a full refund will be made of the amount paid (valid for all of our GI referenced apartments and providing that there are more than 30 days before arrival). After 48 hours, no refund will be made not of the first month rent, nor the agency fee (if applicable). Either way, you can change the dates of your reservation up to 30 days before arrival. Restrictions are applied. Please read our [Cancellation policy](#) for more information.

3.2 Linens and towels are included in the rental price for stays of up to 11 months.

3.3 Cleaning, utilities and maintenance of the apartment

- **Final cleaning procedure:** the apartment must be fully cleaned once the rental period is complete. The charge for this must be paid by the tenant. The price is determined by the size of the apartment in m2.
- **Utilities:** you will be charged a minimum monthly rate for utilities such as gas, electricity, water and Internet according to the size of the apartment: 1 bedroom – 120€, 2 bedrooms – 200€, 3 bedrooms – 250€, 4 or more bedrooms – 300€. At the end of your stay we will check the bills and if there are any outstanding amounts that have not been covered by your monthly payments we will deduct these from your deposit.
- **Maintenance:** we provide a maintenance service for the apartment and we will resolve any problems which may occur during your stay. If the problem is a result of a misuse of the apartment or anything inside it, the cost of any reparations must be paid for by the tenant.

- **Apartment inventories:** an external company will carry out an inventory and take photos of the condition of the apartment, both at the time of check-in and check-out. This is necessary to ensure that you can have supporting documentation for the return of the deposit. You will have this information in your customer area to consult whenever you want, in accordance with our commitment to transparency. To check the cost of the inventories, enter your stay dates on our website and select the apartment that you are interested in; the amount will appear in the rental price breakdown. Please note that it may vary based on the apartment's feature.

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How to make your payments

- For stays from 32 days to 11 months, payment to confirm the rental can be made online by credit/debit card, PayPal or bank transfer, unless another form of payment has been agreed by our agents.

Please note that, if you choose to pay via MASTERCARD / VISA or PayPal, the payment will be subject to a 2% bank fee.
- In case of a delay in payment of rent and/or bills, the tenant will be charged 5% of the total amount owed, for each day that passes without payment.
- For rentals with a leasing contract, the tenant is obliged to pay the property transfer tax (ITP), accrued at the rate of 0.5% of the total rent cost agreed.

IMPORTANT

Bank transfers must be made only after confirmation that the reservation has been accepted.

Here are our bank details:

Account holder: COME2BCN, S.L.
 IBAN: ES78 0182 8102 6502 0155 3418
 BIC/SWIFT: BBVAESMMXXX
 Bank: BANCO BILBAO VIZCAYA ARGENTARIA S.A.

CONCEPT OF THE TRANSFER: Booking number + Booking applicant name

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Return of the deposit

- The deposit will be refunded within 31 days following departure, provided that the apartment is in a good state and without any damage. In the case it is not, the refund period for the deposit will be subject to conditions of a review of the apartment and the deduction of costs needed for supplies and damage.

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How to get your keys

- You will receive a confirmation email with instructions on how to obtain the keys to your apartment.

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ITP - Property Transfer Tax

- There is a tax in the Spanish Tax System not commonly known by citizens: the property transfer tax (ITP). This tax is for properties that are rented with the intention of living there, either as a primary or secondary residence. The ITP tax must be paid upon arrival. In order to make the payment of this tax, it is necessary that both EU and non-EU citizens have a DNI or NIE number.

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Home Insurance Policy

- All the apartments have a home insurance that covers the content of the property; it does not cover the personal belongings of the tenant. **It is recommended that the tenant contract home insurance to cover their personal belongings in case of damage or theft.** In such cases, the lessor is not responsible.

Rent options for businesses

We have two rent options for businesses:

- 1 **Invoices with VAT:** Not every business owner is legally able to administer invoices. Speak to us and we will tell you about the terms and conditions of the property that you want to rent.
- 2 **Invoices without VAT:** You should supply us with the name and the ID (identification number) or the passport of the tenant, so that the information is recorded in the corresponding part of the contract. Renting carried out by a business on the behalf of an employee, is exempt from VAT and is not subject to withholding. These invoices will be administered under the name of the business, but with 0% VAT.

