



Hillside Properties N.V.

The Range, The Bottom, Saba, Dutch Caribbean
T (599) 416-2451 F (599) 416-2450

LEASE AGREEMENT

- Email filled out lease agreement in PDF format to: housing@hillsidesaba.com
- Attach copy of passport
- Attach proof of financial aid IF the dorm fee is not paid in full

LEASE AGREEMENT & OCCUPANCY INFORMATION – HILLSIDE DORMS

TENANT Information

Name: _____
Home Address: _____
Home Phone: _____
Email (please print clearly!): _____
Dorm Unit and Room Assignment: _____

Lease Duration: 3.5 MONTHS

Earliest Move in date: **AUGUST 31ST 2026**

Move-out date and time: **DECEMBER 18TH 2026 BY 12PM**

PAYMENTS:

All payments are to be made prior to your arrival. See Page 7 for Payment information. For financial aid, concerns please see "Payment of Rent and Dorm Fees."

First Semesters Rent	\$2800.00
Electricity Charge	+ \$475.00
Water Charge	+ \$375.00
Internet - Fiber	+ \$150.00
Total Semesters Rent:	\$3,800.00
Refundable Security Deposit:	+ \$150.00
Grand Total:	\$3,950.00
 Initial Non-refundable payment before entry to dorms:	 \$2,000.00
 Balance to be paid within 60 days of commencement of Lease Agreement	 \$1,950.00

PAYMENT OF RENT AND DORM FEES:

*If the payment of your rent is based upon financial aid, A **NON-REFUNDABLE** payment of \$2,000 rent payment **MUST be paid** before entering the Dormitory. You must submit proof that the financial aid has been approved by the SUSOM finance department from the US Office, and the date the bank or lending company will disperse the funds to you.

The payment of the balance of the dorm fees MUST be paid as soon as the Financial Aid has been disbursed! We allow a maximum period of 60 days after the commencement of the lease to receive the financial aid and pay the balance in full!

If your balance remains unpaid, SUSOM will be notified of your delinquency and we (**HILLSIDE PROPERTIES**) will apply a \$100 penalty for each day (after the 60 days of commencement of lease) that your fees remain unpaid.

PLEASE INITIAL _____

REFUNDABLE SECURITY DEPOSITS:

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

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

Only Partial payment of dorm fees/dorm fees not paid in full means that no security deposit will be refunded. Security Deposits are only refunded when dorm fees have been paid in full.

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 _____

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 forfeited.

PLEASE INITIAL _____

EXPIRATION OF THE LEASE:

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

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LEAVE OF ABSENCE/EXPELLED/WITHDRAWAL FROM MEDICAL PROGRAM:

In the event that a tenant takes a Leave of Absence, is Expelled, or Withdraws from the Medical Program; The lease Agreement is then automatically terminated and the tenant must vacate the dorm with-in 5 working days. There are no exceptions!

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:

Dorm Fees must be paid in full within 60 days of commencement of lease. HILLSIDE PROPERTIES will apply a \$100 penalty per day for each day that the fees are not paid in full.

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 60 days** of the 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 Hillside Properties all fees pertaining to the matter. After the 60th day of commencement of Lease, late fees will be \$100.00 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. 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 Margaret Charles at the medical School Office to assist with the issue. Hillside is only accountable for your housing NOT your personal problems.

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!

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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 _____

CONDITION OF COMMON AREA/ROOM:

You MUST keep the common area, your bedroom and bathrooms in a clean condition. You MUST wash your own dishes, clean the stove and refrigerator as necessary. Trash must be discarded regularly. 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.

During biweekly cleaning; units found to not comply with the above will be fined \$100

Random spot checks will be done by management. Quads which are not being kept in a satisfactory manner will get fined \$100 per quad, 2nd time a fine of \$50.00 per student and 3rd time eviction from the dorms.

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CLEANING SERVICE:

Hillside provides a bi-weekly general cleaning service free of charge, this is mandatory and tenants must allow the cleaning service into the dorms in order to carry out such duties. This cleaning service includes ONLY the common area, Kitchen & Bathrooms. You are responsible for washing your own dishes/pots/pans, cleaning your own bedroom, washing your own bed linens, towels etc.

Tenants MUST provide 13 gallon trash bags for the common area and 4 gallon trash bags for the bathrooms.

Note: it is **NOT** the responsibility of the cleaning service to dispose of your trash! If during the cleaning service we encounter excessive trash/maggots in trash; your unit will be fined \$100.

If there are excessive dirty dishes/pots/pans, the unit will be fined \$100.

PLEASE INITIAL _____

BOXES:

It is not permitted to store boxes inside the unit or outside on the balconies. Units that do not comply will be fined \$100

PLEASE INITIAL _____

GARBAGE/ TRASH:

Trash MUST be disposed of regularly. Ensure your trash is bagged, tied and is taken to the trash area between Hillside 1 and Hillside 2, or Hillside 3. 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. All boxes MUST be unassembled, folded and placed neatly next to the Trash bins.

Persons found to not comply with the above will be subject to a \$100 fine!

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 \$100!

PLEASE INITIAL _____

LITTERING:

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 _____

INSECTS - ROACHES, ANTS, FLIES, MOSQUITOS

It is to be expected that there may be a roach, ants, flies, or mosquitos at some point during the duration of the lease.

In order to minimize this occurrence, ensure to keep the quads clean, free of garbage, keep food in airtight containers, clean up any food spills etc.

It is common that roaches come in boxes acquired at the supermarkets - for this reason we prohibit the storage of boxes in the units and ask that boxes be disposed of immediately after groceries have been removed.

If there are insects present in the quad, UNSCENTED insect/roach spray can be easily purchased at the supermarkets. There are many other options available.

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 Quiet 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 be CHARGED on SPOT \$100 for the first 1st warning, 2nd Warning will lose their entire deposit, 3rd and LAST warning you will be evicted. 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 the 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. The unit must be returned to its original state. If anything is stuck to the walls with glue or tape; a fine of \$100 will be incurred! If signs are posted of any sort on inside or outside of premises, \$50 fee will apply for not adhering to lease.

DISMANTLING OF FURNITURE/REMOVAL OF ANY ITEM THAT IS PROPERTY OF HILLSIDE DORMS IS STRICTLY PROHIBITED! \$150 FINE!

PLEASE INITIAL _____

PROPERTY MAINTENANCE:

Maintenance to the property is carried out by Hillside Properties. For any maintenance issues contact +5994167153 Direct call or Whatsapp

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/sanitary pads. 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 (**A&B and or C&D**) due to not following the above statements, there is a \$150.00 charge. Per (A&B and or C&B)

PLEASE INITIAL _____

SINKS KITCHEN/BATHROOM:

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, **PER QUAD there is a \$150.00 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 the “drought fee”.

PLEASE INITIAL _____

ELECTRICITY USE:

When not in the unit, turn your lights off. When not using a coffee maker, toaster, microwave, chargers etc. - disconnect from outlet. Electricity is very expensive on Saba and your cooperation 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 _____

ADDITIONAL APPLIANCES:

It is not permitted to be in possession of or use large appliances in the quads such as refrigerators, freezers, washing machines. Etc. Hillside Properties Inc NV reserves the right to ban any appliance at our own discretion.

PLEASE INITIAL _____

SMOKING:

ABSOLUTELY No smoking is allowed inside your units. This includes but is not limited to; cigarettes, electronic cigarettes/vapes, hookah etc. There is ZERO tolerance for leaving cigarette/cigar butts outside of your units or in the walkways of the dorms. If they are found in front of your unit you will have a **\$50 deduction (PER QUAD)** 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:

If you lose your keys there will be a \$150.00 charge for a replacement.

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. The fee is due to the person at the time of unlocking the 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. NO EXCEPTIONS

Contact +5994167153 / +5994164433 If you need assistance

PLEASE INITIAL _____

INTERNET:

INTERNET is provided by HILLSIDE PROPERTIES. If there is an issue with the internet, please contact Maintenance +5994167153

PLEASE INITIAL _____

AIR CONDITIONING:

Air Conditioning temperature is pre-set by maintenance and will not be increased/decreased.

Please do not close the vents in your bedrooms. Closing the vents off will cause the AC unit to malfunction. Failure to comply will result in a charge of \$100.00

If AC is powered on, it is not permitted to open the windows, or to leave doors open. Failure to comply will result in a charge of \$100.00

Any tampering whatsoever with the AC's thermostat/removing or destroying protective lockbox will result in a charge of \$100.00

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:

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 Margaret Charles 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 \$100.00 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. **SEE QUAD INVENTORY LIST ON PAGE 8, SEE CHECK OUT LIST ON PAGE 9**

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, if there are 4 tenants, each tenant will be invoiced \$25.00 (deducted from the deposit) even if it is not "your" garbage. If there are 3 tenants, then each tenant will be invoiced \$33.33 etc.

PLEASE INITIAL: _____

CHECK OUT PROCEDURE:

All units will be inspected after all persons check out.

TENANT's units must be clean. 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, Fitted sheets, Blankets, Mattress covers, towels, & Bathroom rugs, towels) must be dropped off at laundry, you must sign off to avoid being charged. Linens not dropped off and signed off for at the laundry are subject to a \$50 charge! No Exceptions!

Once tenants have checked out of the dorms, No re-entry is allowed. Please make certain that your belongings are in your possession. Anything left behind is not the responsibility of HSP.

Reminder: If you do not sign when dropping off laundry, you will be charged \$50.00

PLEASE INITIAL: _____

LAUNDRY:

There is a laundromat located on the property on the ground floor of Hillside Building #1.

The laundry service is available from Monday to Saturday 7:30AM to 5PM.

It is not permitted to wash your clothing in the unit. If this happens you will automatically lose your deposit. No hanging of clothing on the railings of the building. If you do not comply, the charge is \$50.00.

Contact information: Luis and Eiva +5994167650

PLEASE INITIAL _____

FEES ACCUMULATED:

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

PLEASE INITIAL _____

ITEMS IN UNITS:

HILLSIDE PROPERTIES **DOES NOT** include Pots, Pans, Pillows, towels. You are responsible for such items. We only provide (see listed items attached) These items are the property of HILLSIDE PROPERTIES and therefore should remain upon departing. Any lost and or broken items must be reported to the Dorm Manager and replaced. Deductions will be made from the security deposit. **NO EXCEPTIONS!**

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ASSISTANCE:

If assistance is needed, you can contact DORM MANAGER:

Gabriella Granger

Email: housing@hillsidesaba.com

Whatsapp: +5994164433

MAINTENANCE MANAGER: David Valbuena Quintero

Direct Call/Whatsapp: +5994167153

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

Date:

TENANT Name:

TENANT Signature: _____

Managing Director Hillside Properties:



PAYMENT INFORMATION

WIRE TRANSFER INFORMATION:

Note: Charges are **sometimes** incurred!

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: **8980 7717 2898**

ABA routing number for Wire Transfer: 026009593

ZELLE PAYMENTS:

Note: No charges incurred!

Send to: vernon@hassellfree.com

ONLINE CREDIT CARD/DEBIT CARD PAYMENTS:

Note: Charges are **always** incurred!

Go to: <https://hillsidesaba.com/dorm-payment-fee/>

PLEASE NOTE: Any fees incurred by Hillside Properties when receiving transfers are the responsibility of the tenant. To avoid being charged, payments can be made via **Zelle** to the above mentioned email address.

QUAD INVENTORY LIST

Item	Quantity		Damage Replacement cost	Item	Quantity		Damage Replacement cost
Fire Extinguisher	1		\$125	Trashcan	2		\$30 each
Living Room Table	1		\$275	Dinner Chairs Or Stools	4		\$100 each
Sofa	1		\$450	Bucket/Mop	1,1		\$20, \$10
Desk Chair/s	1		\$150 each	Broom, Dustpan	1,1		\$10, \$10
Television w/remote	1,1		\$400/\$20	Iron/ Ironing Board	1,1		\$45/\$75
Drinking cups, Coffee cups	4, 4		\$6 each	Coffee Pot	1		\$50
Dinner plates	4		\$10 each	Toaster	1		\$40
Saucers	4		\$10 each	Microwave	1		\$150
Cereal bowls	4		\$10 each	Refrigerator (large)	1		\$1,200
Dinner knives	4		\$3 each	Twin size bed FRAME	1		\$450
Dinner forks	4		\$4 each	Fleece blanket, fitted sheet, mattress protector, 1 bath towel, Bathroom Floormat	1 of each		\$35,\$20,\$50, \$20, \$15
Dinner spoons	4		\$4 each	Desk	1		\$350.00
Teaspoons	4		\$4 each	Desk Chair	1		\$150.00
Can opener	1		\$15	Desk Lamp	1		\$35
Cutting board	1		\$25	Desk Trashcan	1		\$15
Floormatt - common area	1		\$25	Dresser	1		\$450



Hillside Properties N.V.

The Range, The Bottom, Saba, Dutch Caribbean
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CHECK OUT LIST

HILLSIDE

QUAD

ROOMS

		A	B	C	D
BEDDING/TOWELS	\$50 if not taken to laundry				
BEDDING/TOWELS if missing/Damaged	1 LRG TOWEL \$20, FITTED SHEET \$20				
FLEECE BLANKET	\$35 IF MISSING/DAMAGED				
MATTRESS	\$400 IF MISSING/DAMAGED				
MATTRESS PROTECTOR	\$50 IF MISSING/DAMAGED				
Bathroom Matt	\$15 if missing/damaged				
GARBAGE INSIDE/OUTSIDE	\$100 if not disposed				
DIRTY DISHES	\$50 if not washed				
COMMON AREA	\$100 if dirty				
BLINDS - COMMON	\$100 IF DAMAGED				
TV	\$400 if damaged/missing				
ROOM	\$50 if dirty				
BATHROOM	\$50 if dirty				
STUDY DESK	\$350 if damaged				
DESK CHAIR	\$100 if damaged				
DESK LAMP	\$35 if damaged				
LIGHT BULBS	\$5 if missing				
LIGHT FIXTURES	\$100 if damaged/missing				
DISHES (4 of each)	\$10 large plate, small plate, bowl				
UTENSILS (4 of each)	\$4 if missing(fork,knife,spoon)				
MUGS/CUPS (4 of each)	\$6 mug/cup				
FRIDGE	\$40 if dirty				
STOVE TOP	\$100 if dirty				
MICROWAVE	\$25 if dirty, \$150 if damaged				
COFFEE MAKER	\$15 if dirty, \$45 if damaged/missing				
TOASTER	\$15 if dirty, \$55 if damaged/missing				
IRON	\$45 if damaged/missing				
IRONING BOARD	\$35 IF MISSING/DAMAGED				
CURTAINS - BEDROOM	\$60 IF DAMAGED/MISSING				
WALL DAMAGE	\$150 if painting needed				
TILE DAMAGE	\$150 REPLACE BROKEN TILE				
DOOR LOCK/KEYS	\$150 LOCKSET,\$35 labor/\$150 KEYS				