

House rules template for a tourist home in Andalusia

House rules for guests with blanks to fill in: check-in and check-out times, maximum number of people, quiet hours, parties, smoking, pets, communal areas and emergencies.

Reviewed on 6 October 2026 · Applies to: Andalusia (regional law)

The Junta does not require a document called «house rules», but it does require you to inform guests of the **rules of coexistence**, whether you **allow pets** and **where smoking is allowed**. And they are your tool when something goes wrong: if a guest breaks the rules of coexistence, Decree 28/2016 (art. 2.5) lets you **require them to leave the home within 24 hours** and ask the Police for help (A neighbour complains).

Fill in the brackets, delete whatever does not apply and put them in the **listing** (so they are accepted when booking), in the **confirmation message** and in the **house guide**.

Before using it

- ☐ Set the maximum number of people at the places registered in the Tourism Register, never more.
- ☐ Unless you agree other times, check-in and check-out run from 15:00 to 11:00: these are the times set by the rules. Decree 28/2016, art. 7.4. If you agree other times, also put them in the document the guest signs on arrival.
- ☐ The rules must be in the listing and accepted when booking so that the platform can cancel for breach.
- ☐ Whatever is in brackets is your decision, not a legal obligation: fill it in or delete it.
- ☐ Do not ask guests to do any cleaning on departure: the check-out clean is a job for you or your team.

Welcome

Welcome to [ADDRESS OR NAME OF THE HOME] . Registration code in the Andalusian Tourism Register: [CODE] .
These rules form part of your booking. Thank you for respecting them: this is how we look after the home and the neighbours.

Check-in and check-out

Check-in: from [15:00] on the day of arrival. Check-out: by [11:00] on the day of departure. If you need to leave later or store your luggage, ask us beforehand: [late check-out subject to availability, free of charge or with a supplement of AMOUNT] . When you leave, [leave the keys in PLACE / you do not need to do anything with the code: it stops working at check-out time] . You do not have to make the beds, gather the towels or take out the rubbish: we take care of that.

Number of people and visitors

Maximum [NUMBER OF PLACES] people: those on the booking. Visitors who are not on the booking are not allowed [unless you check with us first] .

Quiet hours and rest

The times are a suggestion: check whether your owners' association's rules or your town hall's noise rules set different ones. If you install a noise sensor, also mention it in the listing.

Quiet hours from [22:00] to [8:00] throughout the building, terraces included. This is a residential building: at night, please be careful with doors, suitcases and conversations on the terrace. [There is a noise sensor that measures decibels: it does not record sound or images.]

Parties and events

No parties or events of any kind are allowed.

Smoking

Smoking is not allowed inside the home. [Smoking is allowed on the terrace / Smoking is not allowed on the terrace either] .

Pets

You must state clearly whether or not pets are allowed. Accredited guide and assistance dogs cannot be refused or charged for.

[Pets are not allowed.] / [Pets are allowed on request: maximum NUMBER, weighing up to WEIGHT kg, with a supplement of AMOUNT per stay. They may not get on beds or sofas or be left alone in the home for hours. The guest is responsible for any damage and noise they cause.] Accredited guide and assistance dogs are always welcome.

Pool and communal areas

The pool and communal areas are used according to the owners' association's rules: [OPENING HOURS, ACCESS, WRISTBANDS OR OTHER RULES] . [Animals are not allowed in the pool or the garden.] The nearest rubbish containers are at [LOCATION] .

Emergencies and contact

Emergencies (ambulance, fire brigade, police): 112. Exact address to give over the phone: [STREET TYPE, NAME, NUMBER, FLOOR, DOOR AND TOWN] . 24-hour contact: [NAME AND PHONE OR WHATSAPP] . Fire extinguisher: [LOCATION] . First aid kit: [LOCATION] . Complaint forms (hojas de quejas y reclamaciones) are available to you at [LOCATION] .

If these rules are not followed

Breaking these rules means the end of the stay without refund and a charge for any damage and extra cleaning. If guests have to be asked to leave the home, this will be done in accordance with Andalusian regulations and, if necessary, with the help of the Police.

In Spanish

If you host Spanish guests, it is worth giving the rules in Spanish as well, in the listing and in the house guide. Adjust the translation to what you have put above.

Guidance template: this is not a legal document. Adapt it to your home, to your owners' association's rules and to each platform's conditions.

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Sources

- Decree 28/2016 on tourist dwellings, Junta de Andalucía consolidated text: articles 2.5 (leaving within 24 hours) and 7.4 (times from 15:00 to 11:00) (in Spanish) — <https://www.juntadeandalucia.es/sites/default/files/inline-files/2025/04/Decreto%2028-2016%20de%202%20de%20febrero%20de%20las%20viviendas%20de%20uso%20turistico.pdf>
- Junta de Andalucía: FAQ on tourist dwellings (leaving within 24 hours, information on pets) (in Spanish) — <https://www.juntadeandalucia.es/organismos/turismojusticiadesregulacionyadministracionlocal/areas/turismo/registro-turismo/establecimientos-servicios/paginas/faq-viviendas-turismo.html>
- Airbnb: rules on security cameras and monitoring devices (in Spanish) — <https://www.airbnb.es/help/article/3061>