

## House rules and functioning 1-2

1. First step: Check out our escape routes, fire extinguishers, first aid, fire protection instructions (placed 1 st floor stairwell, hallways, rooms).
2. Please behave as at home: Handle the rooms, our inventory and the equipment carefully and with respect so that everyone can enjoy it.
3. Please ventilate your room every day for 5-15 minutes, if you are gone for longer than 2 days, please inform the caretaker and tilt your window beforehand to avoid mold and always enjoy fresh air.
4. Keep all doors and windows closed when you leave the house to prevent break-in, theft and (rain) water damage. Never wedge or block any entrance doors to the building and fire doors with automatic upper-door-closers inside the building.
5. Please smoke only in our spacious roofed outdoor area on the ground floor. Tenants from the top floor can use the balcony located there as well. Unnatural heat, smoke, especially cigarette smoke, inside the building triggers immediately loud fire alarm and fire service deployment.
6. Please note: Safety first! Triggered fire alarm must be checked immediately on site at all time, day or night, and to be deactivated directly by a fee based technician and/or the fire service deployment.
7. Please behave as you would like to be treated and treat your fellow human beings well on site. Rioters, troublemakers, thugs or drunks can expect to be expelled by us or our caretaker, the same applies to people who harass others, behave in a racist or discriminatory manner and in the event of violations of the house rules.
8. Please be considerate of the neighbors in the house and around our facility and do not shout loudly in or in front of the house or the parking lot, do not slam doors and please keep the room volume down. We have installed the best possible insulated walls for you.

The statutory rest period applies from 10 p.m. to 8 a.m. Please do not use washing machines and dryers during this time.

9. We provide you monthly with fresh bed linen free of charge, also possible fortnightly for an additional charge of 8,50 €/bed. As an alternative you can always wash and change your bed linen yourself at any time, in the basement you will find our modern industrial machines, which also wash and dry all your clothes perfectly in just 40 minutes at absolute self-cost prices.



## House rules and functioning 2-2

10. Note that we are no hotel and want to keep all costs low for your stay. Cater yourself to get your cheap living space and just bring your own dishes, towels and hairdryer. In case of need, you can borrow a set of cookware from us for a deposit of 30 € and/or a set of dinnerware for 10 € per head. Hand it back completely, clean and undamaged (no burned-in pots / pans etc.) and get your deposit back.
11. Please leave from all public places so, as you would like to find them yourself. Please clean tables, kitchen worktops, baking trays, and microwaves or stoves directly after any use and always lock up your dishes in your personal kitchen cupboard or living-room after each use. Please leave from toilets and showers properly.
12. We attach great importance to our environment and recycling, please separate the rubbish into organic, yellow sack (plastic and packaging), residual waste and paper, you will find appropriate waste containers everywhere, which the caretaker will be happy to empty as soon as full. The container for waste glass disposal is only 100m away at the front of the street.
13. Please do not clean dirty shoes in the building, if you have heavily soiled work clothes, the fine professional traveler is already changing them at work, the cleaning lady will thank him very much.
14. In your private room you are responsible for cleanliness and order. If you are with us for a longer period, the caretaker will be happy to give you cleaning utensils and support you after consultation. Please always leave your room and our property completely cleared and swept clean at check-out.
15. If you see any defects, please report them to us immediately when moving in. If something has been damaged by you, please report it to us immediately, also to avoid consequential damage.
16. In principle, do not let strangers into the house. Please report all changes in current bookings immediately. All new persons have to be reported to us immediately and in advance. New colleagues inside your team has to be reported so as well as day guests or visits. Guests and visitors require the landlord's consent.
17. Our keys belong to a locking system, please take good care of it and don't forget to return it at check-out or leave it in the room.
18. Our general terms and conditions apply in all cases ([GTC](#)) are agreed by booking.
19. Do you have a concern and need help? Please contact us with confidence, we are happy to help you.

