

NATIONAL PARK HOLIDAY HOME
7 Park Lane, National Park (off Millar Street)

CHECK IN: from 3pm

CHECK OUT: before 2pm

📌 **KEYS**

The code to the lock box containing the house keys will be sent to you prior to your stay.

The keys MUST be returned to the lockbox before you return home and the lockbox locked by randomly tumbling the numbers away from the entry code!!

📌 **ACCOMMODATION**

The home is fully furnished and sleeps 10.

Bedroom One : 1 queen bed; Bedroom Two : 2 single beds; Bedroom Three : 6 single beds.

📌 **BATHROOM FACILITIES**

Shower

Separate Toilet

📌 **KITCHEN AND LAUNDRY FACILITIES**

Fully equipped kitchen , washing machine and tumble dryer

(please remove fluff from the filter before and after use),

📌 **LINEN**

Provided

Duvet inners, blankets, pillows, mattress and pillow protectors. Extra blankets may be required in winter.

You will need to bring

Your **OWN** sheets and/or duvet covers, and pillowcases (***existing duvet covers and pillowcases are for protection only.***)

Bath towels

📌 **SUPPLIES**

You will need to bring

Toilet Rolls and hand cleaning liquids or soaps

Tea towels

Basic cleaning materials (cloths, sponges, etc)

Basic cleaning products including anti-bacterial cleaner or disinfectant, septic tank safe dishwashing liquid, shower, toilet, and floor cleaners.

📌 **HEATING**

Heaters are supplied

A Heat Pump is situated in the living area

! Switch the Heat Pump OFF when you leave the premises - Do NOT leave the Heat Pump on when the property is unoccupied.

📌 **WOODBURNER**

Wood is supplied - however we suggest you take kindling for easy starting.

Ensure there is no furniture, clothing or any other items too close to the fireplace

Please clean the fireplace before you leave and bury the ashes in the garden (a bucket is provided for the transfer of ashes).

Please advise the Convenor if wood reserves are low.

📌 **MOBILE / INTERNET**

Mobile phone coverage is available

Wi-Fi is provided. The SSID and password are detailed on the face of the modem.

Do NOT switch off the Wi-fi!

📌 **ENTERTAINMENT**

Smart TV

Apps such as Netflix are available, however if you log in to your own account, remember to log out when you leave to prevent the next guests from accessing your account!

📌 **PETS**

Whilst pets are welcome in our holiday home they are not permitted in the bedrooms or on the furniture. They must be kept under full control of the owner whilst on the premises, and local bylaws must be followed.

Prior to vacating the Holiday Home all evidence of a pet being present must be removed through effective and diligent cleaning of the property.

📌 **RUBBISH COLLECTION**

There is NO kerbside rubbish collection in National Park. Take your rubbish home with you.

Alternatively, rubbish may be taken to the Transfer Station in Pehi Road which has limited opening hours.

- ❏ **WASTE**
Do NOT put grease or food waste down the sink or drains.
Do NOT flush baby wipes, sanitary pads, tampons, or other foreign objects down the toilet.
- ❏ **PEST ACTIVITY**
From time-to-time pest noises may be heard in the walls/ceilings – particularly at night. We do our best to bait/trap however are unable to regularly monitor the situation. Ear plugs may be a solution.
- ❏ **POWER**
In the event of a power outage contact Mercury for information in the first instance <https://www.mercury.co.nz/help-and-support/outages-and-faults>
Please leave power ON when vacating the premises.
Do NOT turn off the fridge, TV OR WiFi!
- ❏ **WATER**
Please **conserve water** by having limited short showers and using the washing machine only when necessary.
Please turn off the washing machine taps when not in use.
- ❏ **BURST WATER PIPES**
In an emergency and the unlikely event of a burst water pipe or water leak/flood in the house, the water supply may be switched off at water shutoff valve located under the laundry floor. It is best accessed from the laundry side of the house.
Call the Emergency Contact number immediately!
- ❏ **HEALTH & SAFETY – ELECTRICAL DEVICES**
Multi-Boards & Adaptors - If used correctly, multi socket boards are safe, but if overloaded, worn or damaged, they can cause a fire or electric shock. **Only** use a power board with an overload protection device. Do NOT 'piggyback', multiple adaptors, and extension leads, plugging one power-board into another is very dangerous!
- ❏ **HEALTH & SAFETY**
If a Guest and/or Member has a safety concern, or if there is a near miss, incident, or accident, the “**Near Miss Report Form**” and/or the “**Accident Report Form**” which can be found in the [Club Documents](#) on the ASSCI website, must be completed and forwarded to the Committee.
- ❏ **DAMAGES, BREAKAGES OR MISSING ITEMS**
Please complete and submit the [Feedback Form](#) to let us know if there items missing or if anything has been damaged or broken
- ❏ **FIRE SAFETY**
Smoke detectors are fitted throughout
Fire Extinguishers are located at strategic points in the home
A Fire Blanket is in the kitchen area
Please report missing or malfunctioning items
- ❏ **EXIT CLEAN**
The house must be left **clean** on vacating the property – please refer to the Holiday Home [Housekeeping Rules](#) for our cleaning protocol.
Please leave the property in a condition that you would expect to find it.
A charge may apply if the next occupant reports extra cleaning is necessary.
- ❏ **SUGGESTIONS & FEEDBACK**
To help us maintain our Club’s home for your enjoyment, please complete and submit the [Feedback Form](#)
We welcome all suggestions and feedback!

Enjoy your stay!