

ROTORUA HOLIDAY HOME
21 Clyde Street, Rotorua

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 lockbox is situated at the front door. Please note a torch may be helpful when arriving after dark. **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 8
Bedroom 1 : 1 queen bed; Bedroom 2 : 2 single beds; Bedroom 3 : 2 single beds; Lounge : 1 double sleep couch
- FURNISHINGS**

Fully equipped kitchen, washing machine, Smart TV, and Heat Pump
- LINEN**

Duvets, blankets, and pillows are provided. **Existing duvet covers and pillowcases are for protection only.** For hygiene reasons please supply and use your **OWN** sheets/duvet covers, and pillowcases. Extra blankets may be required in winter. You will also need to bring your own bath and swimming towels.
Soiled mattress and pillow protectors MUST be washed and replaced before you leave.
- CLEANING SUPPLIES**

Bring your own supplies including toilet rolls, tea towels, anti-bacterial cleaner or disinfectant, septic tank safe dishwashing liquid, cleaning products and toilet cleaner, and basic cleaning materials (cloths, sponges, etc.)
- MOBILE / INTERNET**

Mobile phone coverage is available. Wi-Fi is provided - the SSID and password are detailed on the face of the modem. *Apps such as Netflix are available on the Smart TV, however if your log in to your own account, remember to log out when you leave to prevent the next guests from accessing your account*
- RUBBISH COLLECTION**

Rubbish collection is on a Tuesday. Wheelie bin(s) must be placed on the kerbside by 7:30 am. The red lid bin for household rubbish is collected weekly, the yellow lid bin for mixed recycling (paper, cardboard, tins, cans and plastics), and blue crate for glass recycling (jars & bottles) will be collected from your kerbside every second week (fortnightly). For more information go to <https://www.rotorualakescouncil.nz/property-building-bins/rubbish-and-recycling/bins>
- 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.
- HEATING**

Heaters are provided and a heat pump has been installed for your comfort.
- PLEASE CONSERVE WATER!**

Please conserve water by having limited short showers and using the washing machine only when necessary.
In an emergency and the unlikely event of a burst water pipe or water leak/flood in the house, the water supply must be switched off at the mains supply situated by the front gate, and the Club contacted immediately.
- POWER**

Please leave power ON when vacating the premises. **Do NOT turn off the fridge! Do NOT leave the Heat Pump on when the property is unoccupied. Switch OFF the Heat Pump when you leave!**
- CLEANING**

The house must be left CLEAN on vacating the property – please refer to the Holiday Home Housekeeping Rules for our cleaning protocol. A charge may apply if the next occupant reports extra cleaning is necessary.
- 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 adapters, 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
- SUGGESTIONS AND FEEDBACK**

To help us maintain our Club’s home for your enjoyment, please complete the Guest Feedback form, scan it and email it to us on admin@assci.co.nz We welcome all suggestions and feedback!

Treat this home with care – it is for you and other club members to enjoy!