ASSCI
AIRLINE SPORTS & SOCIAL CLUB INCORPORATED

MAKO STREET HOLIDAY HOME

22A Mako Street, Oneroa, Waiheke Island

Taxis are available at the wharf, or you may catch a bus to the first stop at Oneroa. Walk up the hill, keeping right at the fork - the house is on the right.

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 can accommodate 4 people
  Bedroom One: 1 Queen bed
  Bedroom Two: 2 single beds

- **BATHROOM FACILITIES**

  Shower and vanity
  Separate Toilet

- **KITCHEN AND LAUNDRY FACILITIES**

  Fully equipped kitchen
  Washing machine

- **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 and beach 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**

  A Heat Pump is situated in the living area

  Turn the heat pump OFF before leaving the property. Do NOT leave it running while the property is unoccupied

- **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.

- **WASTE**

  Leftover meat, fish, fish carcasses or fish scales ***must*** be wrapped securely and must NOT be left in the rubbish bins on the property
  Do NOT pour grease or dispose of food waste down sinks or drains
  Do NOT flush baby wipes, sanitary pads, tampons, or other foreign objects down the toilet

- **RUBBISH COLLECTION AND DISPOSAL**

  Rubbish collection schedules, recycling, and food scraps bin information can be found on the Auckland Council website - Find your rubbish, recycling, and food scraps collection day

  Should you be staying at the property when the usual rubbish and recycling collection cycle occurs, please ensure the bins are placed on the kerbside prior to 7am, and returned to the house after collection
  - *Recyclable and perishable goods must be placed into the appropriate bins, complying with the local Council restrictions and/or requirements*

  Should rubbish collection NOT be scheduled whilst you are staying at the property, please take your rubbish home with you, or drop it off at the local recycling station on Ostend Road
  - *Please note that Council inspects recycling bins before collection to ensure that "recycling waste only" is placed in the bins*
  - *If rubbish is left in the recycling bins, is not placed out for collection and/or not sorted according to council requirements, you may be liable to pay for costs associated with waste removal.*
- **WATER**

  The property relies solely on tank water. Please **conserve water** by taking short showers and using the public beach shower whenever possible

  Ensure all taps are turned off

  Use the washing machine only when necessary - a laundromat is situated in Tahi Road if any washing is required.

  Please monitor the water tank level and let us know ***immediately*** if water levels are running low - There is a 30 – 40 day lead time on water deliveries throughout summer

  BURST WATER PIPES

  In an emergency and the unlikely event of a burst water pipe or water leak/flood in the house, turn off the water supply by turning off the power switch on the water pump situated underneath the house. In addition, turn off the water outlet valve on the hot water cylinder situated in the hallway linen cupboard

  Call the Emergency Contact number immediately
- **SEPTIC TANK**

  Using too much water, bleach, non-septic tank safe cleaning products, or putting grease down the drain, seriously harms the septic tank chemical process

  Do not flush wet wipes, sanitary pads, tampons, or other foreign objects down the toilet as these block the drains and destroy the septic tank chemical process
- **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 hot water cylinder, fridge, TV OR WiFi!
- **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
- **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 adapters, and extension leads, plugging one power-board into another is very dangerous!
- **FIRE SAFETY**

  Smoke detectors are installed throughout the home

  Fire extinguishers are located at key points in the home

  A fire blanket is available in the kitchen
- **DAMAGES, BREAKAGES OR MISSING ITEMS**

  Please complete and submit the Feedback Form to report any missing, damaged, broken, or malfunctioning items
- **EXIT CLEAN**

  Please leave the house ***clean,*** tidy, and ready for the next guest

  Refer to the Holiday Home Housekeeping Rules for our cleaning protocol

  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!