

WHITIANGA HOLIDAY HOME

23 Pipi Dune Street, Whitianga

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 8 people in three bedrooms

Bedroom One: 1 double bed

Bedroom Two: 1 Bunk bed; 1 single beds

Bedroom Three: 1 bunk bed; 1 single bed

? BATHROOM FACILITIES

Ensuite shower and toilet

Bathroom with shower

Separate Toilet

? KITCHEN AND LAUNDRY FACILITIES

Fully equipped kitchen with dishwasher

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

❓ RUBBISH COLLECTION AND DISPOSAL

Information on the Council rubbish and recycling collections is available on <https://www.tcdc.govt.nz/Our-Services/Rubbish-and-Recycling>

Rubbish collection is on a Tuesday and must be placed on the kerbside by 7.30 am and will not be collected unless

Should you be staying at the property when the usual rubbish and recycling collection cycle occurs, ensure a "Pay as you throw" (PAYT) blue tag is attached, bins are placed on the kerbside by 7.30 am, 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

- *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*

❓ 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

❓ WATER

Water is town supply however over the summer months there can be water restrictions

Please **conserve water** by having limited short showers and using the public beach shower whenever possible

Ensure all taps are turned off

Use the washing machine only when necessary. Please turn off the washing machine taps on the tub 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 the tap situated just under the front door

Call the Emergency Contact number immediately!

❓ POWER

In the event of a power outage contact Genesis <https://www.genesisenergy.co.nz/help/outages> in the first instance

Please leave power ON when vacating the premises

Do NOT turn off the hot water cylinder, fridge, TV or WiFi!

❓ 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!

❓ 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

❓ 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!