

COTTAGE REGULATIONS

Upon Arrival:

Familiarise yourself with the cottage and with the location of the fire alarm equipment. Smoke detectors are installed. Please check that they function properly.

Read through the cottage protocol and familiarise yourself with the regulations and procedures.

General:

The cottage is equipped for 10 people.

Smoking is only permitted outdoors. Remember to discard all cigarette butts.

As a consideration to guests suffering from allergies, pets are not permitted inside the cottage.

The cottage is situated in a residential cottage estate. In the interest of maintaining positive relations with the other residents our guests are expected to obey the demand for peace and quiet after 23:00 hrs.

Østensjø Rederi's cottage is the only corporate property on this estate and we therefore ask you to remember that our behaviour can affect the company's public image.

Please use the candlesticks and holders provided in the cottage and always consider the risk of fire when placing candles on tables, work tops and shelves. Always exercise caution when lighting fires in the log burner.

Use the electrical appliances wisely and remember to turn off the hot plates on the cooker when not in use.

Arrival and departure time for your stay is 16:00 hrs, unless otherwise agreed.

Please take good care of the cottage and its furnishings.

Any damage to equipment or items must be reported to Lillian Ørke in the office at your earliest convenience in order to arrange repair or replacement. Any damage caused as a result of negligence must be repaired or replaced by the tenant.

Upon Departure:

Bed linen and pillows must be shaken and then covered with a bedspread in order to protect them from dust.

Garbage and food-waste must be placed in the waste disposal container at the entrance to the estate by the main road.

All floors must be washed.

Dishes are to be washed and returned to their appropriate place.

All tables and work surfaces must be wiped clean.

The shower must be cleaned.

All of the rooms that have been in use must be cleaned.

Barbeque equipment and garden furniture must be returned to their rightful place. The barbeque grille must be cleaned and any gas bottle valves closed. If the gas bottle is empty, please refill it. Send a receipt for this to Lillian Ørke for repayment with your wages.

Coffee pots, the coffee machine and the refrigerator must all be cleaned.

All of the heaters are to be set to 10 deg. C.

Ashes from the log burner are to be removed and placed in the container for flammable materials. This can be found in the storage shed.

Inspect the cottage closely upon departure and ensure that all windows and doors are locked. Leave the cottage in the state you would expect to find it on your next visit.

Fill out the cottage protocol.

The key to the cottage must be returned to the agreed location.