

## Internal rules

We wish you a warm welcome. To make the stay for you, and also for your fellow residents and those who come after you, as pleasant as possible, we apply the following rules on Haykeshof:

- **1.** The Haykeshof apartments are non-smoking. Inside the apartments, it is forbidden to smoke. You can smoke outside. Clean up cigarette butts in the ashtrays.
- **2.** We ask you to dispose your waste in the appropriate bins or container. You find the bins and container at the separate building. There are bins for glass, paper, food rests (including grease and oil) and a container for residual waste. Please put your waste in garbage bags. Absolutely no foods rests, grease, oil, cleaning cloth or textiles in the toilet or sink!
- 3. No loud music after 23 hours and/or before 9 hours.
- **4.** Visits of ladies of pleasure are not allowed. Visit of friends or relatives are allowed, but have to be announced to us before arrival.
- **5.** Should any problems or calamities occur during your stay, address them to the direction and follow the instruction on calamities. In the information map you will find a list of important phone numbers.
- **6.** In the outside area of Haykeshof you will find ample parking for cars and a bicycle parking under the shed. We kindly ask you to park your car only on the appropriate parking places. Parking cars or bicycles is at your own risk.
- **7.** The fire hoses are there for your safety, they are not a toy. When damage to the hoses or breaking the seal, we will charge you the cost of recovery. Obviously this does not apply in case of fire.
- **8.** It is not allowed to move furniture inside to outside.
- 9. It is obligatory to use bed linen or a sleeping bag.
- 10. The use of soft or hard drugs is not allowed.
- **11.** The use of alcohol is not prohibited, but should any problems occur due to the excess use of alcohol, we will always report this to the person/company that rents from us. The person in question will be denied access to our premises.
- 12. Upon arrival you have to report with a copy of your ID.

## **Enforcement:**

On failure to comply with above rules, or the failure to comply with standards and values of general order, morals and decency or violating legal rules a first warning follows.

If there is no respond to the first warning, we will contact our client, your employer, and we will proceed to further steps in consultation with him.

Rests us to wish you a pleasant stay on Haykeshof, if there are problems, complaints or if you have any questions, please do not hesitate to ask us.

Haykeshof Wim and Lilian van Wijlick