

## House rules Bergstrassen

### Emergencies

In the event of the following **emergencies at night**, on **weekends** and **public holidays**, please contact the internal number 044 266 71 11 / 70 00:

- Water damage
- Power failure on the entire floor
- No heating or hot water
- Leaking refrigerator

### Waste disposal

At Bergstrasse 53/55/57, all waste (PET, glass, rubbish bags, cardboard, cans) must be disposed separated in the appropriate containers in the courtyard of the Be55 and Be57 staff houses. **Please make sure that the rubbish bags are tightly closed.**

Waste paper (newspapers, magazines) and cardboard boxes must be disposed separate. Batteries must be returned to the sales point. A public collection point is located at Dolderstrasse 39 opposite Bunterweg.

The storage of electronic devices, furniture, boxes and bicycles outside the assigned cellar compartment is prohibited.

### Laundry

In the basement you will find a washing machine, dryer and drying room for shared use. It is not allowed to wash during the night from 10 pm. to 7 am. In the laundry room, please ensure cleanliness and order. The detergent has to be organized by yourself. You can obtain the washing card from the Service Point; consumption will be charged after use.

### Visitors and guests

The accommodation of subtenants is prohibited. The size and number of rooms and the associated infrastructure (bathrooms, toilets) are designed for one person per room. For short-term guests up to 7 days a bed must be ordered from the service point. (See FAQ for the entire procedure)

### Fire Hazard

Escape routes, corridors, doors, basements and stairwells must be kept clear at all times. Objects are removed without liability if they contradict the fire protection requirements. It is forbidden to deposit objects on the basement cabinets.

### Smoking, candles and fragrances

Smoking and the use of candles or fragrances (scented candles, scented lamps, incense sticks etc.) are prohibited in the rooms, kitchens, corridors etc. Smoking is only allowed on the balconies.

### Electrical devices

The use of electrical devices such as hot plates, immersion heaters, microwave ovens etc. is prohibited in the rooms due to the risk of fire and is only permitted in the kitchens.

### Energy and Sustainability

If you are absent, please close the window. During the heating season, ventilate the room regularly, two to four times a day, briefly and intensively. (Blast ventilation for a maximum of 10 minutes with the window fully open). Please turn off the light when you leave the room.

### Pets

Pets are not allowed.

### Notification requirement (registration and deregistration in the district office)

Registration at district office 7 is compulsory for all tenants within 8 days of moving in. This also applies to moving within the city area and for weekly stays. If you move abroad, you will have to deregister in the city hall.

Municipal Administration Office 7 / Stadthausquai 17, 8001 Zurich, 044 412 15 15

City hall

Opening hours:

Monday - Friday

08:00 am - 4:30 pm

### Furniture

The rooms are fully furnished. No objects and furniture may be removed from the room. In case of loss or damage, missing or damaged pieces will be charged.

### Night rest

The night's rest applies from 10 pm. to 7 am. Do not do anything that could disturb the sleep of your fellow residents. The use of the seating areas on the floors is prohibited during this time. Please also set the music to room volume during the day and do not have any loud conversations.

### Parking spaces / Bicycle shelter

In the courtyard of Bergstrasse 55/57 there are parking spaces and lockable bicycle shelters. Free spaces can be requested at the service point (1 bike per person). The use of a shelter is mandatory for bicycle owners.

### Damage reports

Report damage / repairs to the service point immediately. The tenants are liable for damage caused intentionally, negligently or through improper handling. The tenant is responsible for replacing defective lamps and light bulbs in the room.



### **Lost key**

At the start of the rental all necessary keys will be given. The front door must always be closed. If the key is lost or forgotten (outside our opening hours), Gabriel key service must be contacted to open the door (24-hour service, Tel. 044 920 61 00). Any costs occurred, such as any drilled door cylinders, will be billed to you. If you lose your key, you will be charged a fee of CHF 100.00.

### **Security**

Please always lock the front and room door and do not allow unauthorized persons to enter. Please report any abnormalities to the service point. Outside our opening hours, please contact the police on 117.

### **Insurance**

The insurance of personal belongings is a private matter. Any damage is not covered by the children's hospital.