

## PROCEDURES AND RULES FOR THE ACCOMMODATION

### Before moving in

- You receive the keys and acknowledge receipt of them on the day you move in.
- Review of the apartment and furnishings together with personnel from Servbo.
- Together with the personnel, review the following rules and approve them in writing.

### While you are living with us

- The accommodation is intended solely for residents.  
Only persons who have been approved as residents at the accommodation may stay in the accommodation and having guests to sleep over is not allowed.
- You may receive visitors to the accommodation during the day and until 20:00.
- You are responsible for not disturbing neighbours and others in the area regardless of the time of day. After 22:00 it is particularly important to make sure that the accommodation is quiet.
- Take care of the accommodation and its decor. The apartment must be cleaned regularly by those living there. If something breaks, this should be reported to Extensor Fastigheter (telephone number +46 (0)735-19 03 50 or e-mail [info@extensor.se](mailto:info@extensor.se))
- You may not furnish the apartment with your own furniture.
- You are responsible for making sure that the area outside the accommodation is clean. Remember to dispose of household waste in the correct place.
- When using the laundry room, clean it before the next person washes laundry there. Filters must be cleaned, no mess from detergents or fabric softeners around/on the washing machines.  
Only use the laundry room at the times that you have booked.
- Smoking cigarettes, water pipes, etc. or using drugs is not permitted in the accommodation or in the stairwell.
- Pets are not permitted in the accommodation.
- You are responsible for ensuring that appliances are used only for their intended purpose, for example, that the stove is not used for anything other than cooking.

### When you move out

- The accommodation should be cleaned and left in the same state as it was when you moved in.
- You are responsible for packing your belongings and arranging for the move.
- You agree together with personnel from Servbo a time to hand over the keys.

### Other

- Personnel from Servbo are entitled to enter the accommodation and supervision will be conducted on a regular basis. Personnel usually phone before the visit.
- Servbo is entitled to eject any persons who do not live in the accommodation.
- Violence or any threat of violence against Servbo's personnel is not accepted and will lead to immediate termination of the accommodation agreement. Police reports may also be made.
- If the above rules are not followed, you may lose the right to live in the accommodation.