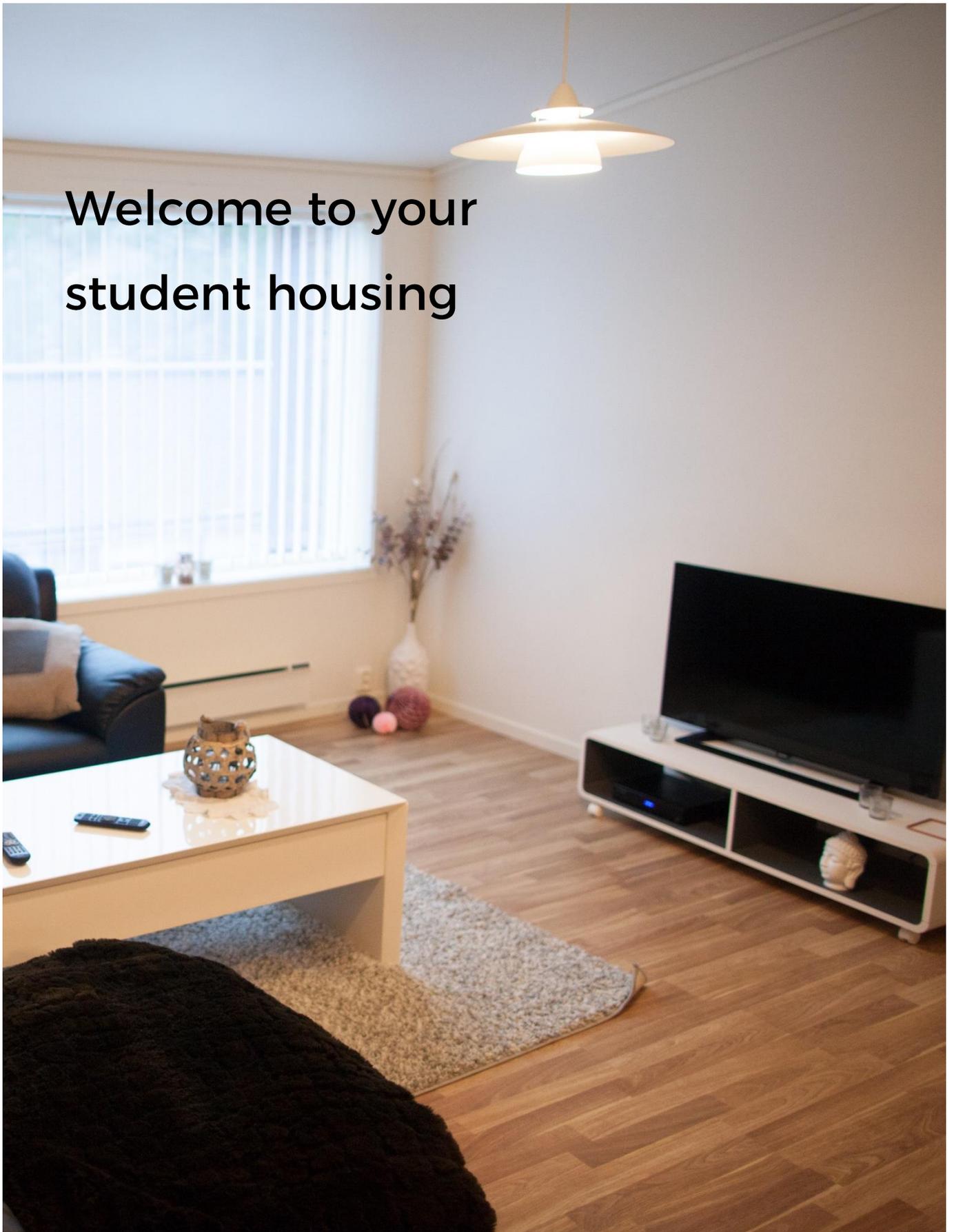


Welcome to your
student housing



busaman



Living with other people means you are part of a larger community. With this follows both responsibilities and opportunities.

Meet your neighbours, do something together, respect each other and take care of each other.

Reservation of the common areas

The common area is for all the tenants and it is important to respect that you are sharing this area with others. There should be room for everyone and if you are going to have a lot of visitors, occupying the area, this should be discussed with the other tenants. If you are having a party or larger get-together you are responsible and have to put your name on the reservation list hanging on the information board.

Wi-Fi

To use the wireless connection you connect to the network called Sisof with the key sisof6800. You will get your username and password in school when you are registered there. The username and password for the Wi-Fi in your student housing is the same as the one you use in school.

It is not allowed to use a private router.

Rent

The rent is due the 15th of every month. You will find your invoice when you log in to boligtorget.no. Saman does not send out invoice on paper.

NOTICE: When transferring from a foreign bank there will be deducted fees from both the sending and receiving bank. In our bank the fee is 50NOK. Be sure to add this to your payment so that we receive the full amount.

PAY IN TIME – AVOID LATE-FEES AND COLLECTION. Contact us if you get any problems with payment and we will try to find a solution together.

Fire alarm

It is mandatory for all tenants to familiarize themselves with the fire instructions in their housing. You will find the instructions on the information-board in the communal area and by the alarm panel.

Sabotage of the fire alarm system, covering or removal of detectors and alarms is a violation of your tenancy agreement and will lead to fees and possible eviction!

Need help from the janitor?

When you wish to report a defect, or other things you might need the janitor for, you use the 'Report defect' function on www.boligtorget.no/sisof.

Parking

Saman have some parking spaces by the student housing. If you are a tenant with Saman you are free to use these for the housing area you live in.

Locked out?

If you have forgotten your key you can contact one of the janitors during opening hours. Between 21.00 and 04.30 the guard company Securitas can lock you in, and you will be billed for the emergency response. Call Securitas' emergency phone on ; 22 97 10 39.

Cleaning week

In all common areas you will find a cleaning list. On these you will find out what weeks you are responsible for cleaning and tidying the common areas. If the week is especially inconvenient you are responsible for trading weeks with someone else. A tip from us is to get together with another student and make the cleaning a social thing you do together. That way the cleaning goes faster and it is less to clean for one person. The Saman housekeeper controls that the cleaning is adequate.

ATTENTION! It is the tenant's own responsibility to check the list on Tuesday after 15.30 to see if the cleaning has been approved. If it is not you get the chance to clean what was not approved, and the housekeeper will come again to check on Wednesday.

If your cleaning is still not approved, another cleaning will be done by Saman and an invoice of the costs will be sent to the person responsible for cleaning the common area.

Information about cleaning and detergents is hanging on the information board. There will be held courses in cleaning every fall, at the request from our students. Common wash down is obligatory for all students renting from Saman, and will be conducted 1-2 times a year – cf rental agreement with attachments. Any questions about cleaning should be directed to our housekeeper.

Saman keeps mops for the weekly cleaning of the common areas. These must be machine washed after use. Dirty mops do NOT go in the garbage.

**In Saman we have high standards regarding hygiene and cleanliness.
Be kind and try to help us maintain these standards.**

Insurance

Note that Sammen does not have any insurance for your personal belongings. This is your responsibility as a tenant to acquire yourself.

Sorting your waste

We sort paper, cardboard and beverage cartons for recycling. This goes in the bin with the blue lid. The residual waste is the waste remaining after sorting out the recyclables like paper, metal and glass. This goes in the bin with the grey lid. Glass and metal have their own recycling points in Førde, on 'Festplassen' by Førdehuset.

NOTICE: The garbage bins needs to be placed by the road for emptying. The residual waste is emptied every Tuesday morning and paper/cardboard is emptied once a month. The one responsible for the weekly cleaning is responsible for putting the bins out.

Reuse center (Gjenbruksbui)

We aspire to facilitate ways for our tenants to be more environmentally friendly. Therefore, we have made a reuse center called 'Gjenbruksbui', where you can find many nice, pre-owned things.

Have a look instead of buying new, to see if you find something that you need. Bonus: it's free! You are very welcome to have a look! If you find yourself with things no longer useful to you (but still in usable condition), please feel free to leave them in the re-use center. Thank you

The reuse center is located between Tervatunet 1A and Hamretunet 14-18.