



House Rules

This English version is provided for your convenience. In the event of any discrepancy or question of interpretation, the German version ("Hausordnung") is authoritative.

Welcome! With our accommodation we want to give you the basis for carefree and relaxing days. However, since several people live in this property at the same time, considerate coexistence is essential.

To make sure this always works as well as possible, our guests need to know and comply with the House Rules. By making your booking, you accept these House Rules as binding and ensure that you and all fellow travellers or employees comply with them. These House Rules are displayed in the property and are also available online on our website (www.monteurzimmer-bei-jena.de) in German, English and, where applicable, further languages.

Reliance on ignorance of these House Rules is excluded. Thank you in advance for your cooperation! If you have any questions about these House Rules, you can reach us at any time on the following telephone number: **+49 171 7720722 (between 22:00 and 06:00 please call only in urgent emergencies)**.

§ 1 Arrival, Check-in and Access for Third Parties

1. **Check-in times:** Check-in takes place on the first day of the rental from **12:00 noon**. Different check-in times are possible only by prior arrangement and mutual confirmation in text form.
2. **Access code:** Access is via a code lock. The access code is transmitted only after full receipt of payment (or receipt of the agreed partial payment) and, for business customers, after confirmation of the GTC (in accordance with § 2 of the GTC). The transmitted access code applies to the front door and the rented room. Passing it on to third parties is strictly prohibited.
3. **Access for unauthorised third parties:** In accordance with the GTC, the Tenant is strictly prohibited from granting third parties who are not named in the rental contract and have not paid rent access to the accommodation or allowing them to stay overnight. In the event of a violation, each unauthorised overnight stay is subsequently charged to the main tenant at the full regular price.
4. **Visual inspection on arrival:** Please check your room and the common areas for defects and damage immediately after moving in. Report any damage found on the day of arrival by e-mail or WhatsApp, ideally with a photo. The Landlord documents the condition of the rooms with photographs before each arrival. Unreported damage that is identified at the handover and is not included in this documentation is attributed to the Tenant in accordance with § 7 of the GTC, unless the Tenant proves that it already existed on arrival.



§ 2 Communal Living, Neighbours, Alcohol and Parties

1. **Quiet hours:** The statutory night-time quiet period from **22:00 to 06:00** applies. During this time, noise must be kept to room volume (radio/TV at low volume, no loud conversations in the shared corridors or outdoor areas).
2. **Events and parties:** Larger events and parties are generally prohibited in the accommodation. Any gathering of several people in the accommodation must take place in strict compliance with these House Rules.
3. **Neighbours:** Nuisance to neighbours will not be tolerated. We take complaints from the neighbourhood seriously and will resolve them with you. In the event of serious disturbances – in particular threats, insults, physical assaults or a police call-out – the Landlord is entitled under § 8 of the GTC to terminate the tenancy without notice and to demand that the property be vacated within 24 hours.
4. **Alcohol consumption:** Consumption of alcohol on the premises is generally permitted. However, if it leads to uncontrolled behaviour (e.g. aggression, severe noise nuisance, gross soiling of the premises), the Landlord will exercise its right of domicile, prohibit the person concerned from further consumption on the property for the remainder of the rental period, and may in serious cases impose an immediate ban from the premises on the individual person.

§ 3 Use of the Kitchen, Cleanliness and Self-Catering

1. **Cleaning duty:** The Tenant is responsible for the ongoing cleaning of the accommodation during their stay. The final cleaning does not release the Tenant from maintaining reasonable basic cleanliness during the rental period.
2. **Handling of cleaning equipment:** The Landlord provides various cleaning utensils (e.g. cordless vacuum cleaner, mop, bucket, broom and dustpan). These items have fixed designated places in the house to which they must be properly returned after each use. The utensils must be cleaned by the Tenant after use (e.g. emptying the vacuum cleaner). Mop heads and cleaning cloths are replaced by the Landlord monthly, but must be hung up to dry after each use (e.g. over the bucket) to prevent odours and mould.
3. **Dishwasher and washing up by hand:** A dishwasher is available in each of the kitchens (upper floor and ground floor). Everyday washing up by hand is permitted. However, before departure at the latest, all used dishes must be cleaned in the dishwasher on a full cycle to ensure the highest hygiene standards for subsequent guests. Dirty dishes must not be hoarded in the room or left dirty in the kitchen. Spilled liquids (coffee, grease) must be wiped up immediately by the person responsible.
4. **Shared refrigerators:** There are two shared refrigerators in the house (on the ground floor including freezer compartments). When occupied by different parties, the space must be shared fairly according to the number of rooms or persons booked. Taking or consuming other guests' food is strictly prohibited! The appliances must be handled with care.
5. **Self-catering:** Please note that our accommodation is a self-catering facility. The ongoing provision of consumables such as toilet paper, kitchen roll, washing-up



liquid, coffee, spices etc. is not included in the service. The Tenant is responsible for obtaining these items – especially during longer stays.

6. **Organisation system and labels:** For better orientation, cupboards and drawers, especially in the kitchen areas, are marked with multilingual or symbolic labels (e.g. for dishes, cutlery, pots). The Tenant is strictly prohibited from removing, damaging or covering these labels. After use and cleaning, the inventory must be returned to its designated and marked place. Rearranging the cupboard and drawer systems on one's own initiative is not permitted.

§ 4 Bathrooms, Showers, Macerator Toilets and Tumble Dryer

1. All bathrooms must be left clean and tidy after each use.
2. **IMPORTANT: Macerator toilets:** In certain areas of the house, toilets are fitted with a sensitive electric macerator unit (Sanibroy-type lifting system). **Only human waste (urine, faeces) and standard toilet paper in small, flushable quantities per use** may be put into these toilets. Disposing of wet wipes, tampons, sanitary pads, food scraps, dirt, building rubble or any other foreign objects is **absolutely prohibited**, as this immediately destroys the unit. In the event of a blockage or malfunction, the Landlord must be informed **immediately**. Repair and cleaning costs resulting from improper use (in particular in the event of repeated occurrence during long-term rentals) are charged in full to the person responsible or the booking company.
3. **Shower room and coordination (ground floor):** On the ground floor there are several regular toilets and a separate shower room with two showers. As the house is used by different parties and trade companies, considerate and fair coordination of shower and bathroom times among the guests is essential.
4. **Privacy and consideration:** We attach the greatest importance to respectful coexistence. If female guests are accommodated in the house, special consideration must be shown. It is expressly permitted, and must be respected by all fellow tenants, that women may use the shower room alone and lock the door during use, even though there are two showers in the room.
5. **TUMBLE DRYER RULE:** The **water collection container** and the **lint filter** must be emptied **after every drying cycle!** Damage to the appliance resulting from non-compliance is charged to the person responsible.

§ 5 Rooms, Bed Linen, Heating, Ventilation and Safety

1. **Bed linen:** Bed linen is provided free of charge by the Landlord. On arrival, the beds are made up with fresh linen (unless expressly agreed otherwise in advance). For long-term rentals (from 1 month's stay), bed linen is changed once a month. The exact day of cleaning and linen change is communicated in good time (e.g. by a notice in the hallway). On this day, the Tenant is obliged to strip the old bed linen and lay it out for the cleaning staff. Fresh bed linen is provided in return.
2. **Ventilation:** For infection control and to effectively prevent mould, the accommodation must be adequately ventilated. Rooms must be aired several times a day for 5–10 minutes with windows fully open. Leaving windows permanently tilted must be avoided.



3. **Heating:** When leaving the room, the heating must be turned to setting 2 or **frost protection**. The heating must never be switched off completely.
4. **Safety and fire protection:** For safety reasons, all entrance doors of the accommodation must be kept closed at all times. When leaving the house, the front doors must be locked with the door code. Likewise, every tenant is required to always lock their own room door when leaving. Windows must be kept closed when leaving the accommodation. For fire safety, care must also be taken not to block escape routes. **Tampering with, covering or removing smoke detectors is life-threatening, strictly prohibited and results in termination without notice.**
5. **Privacy and entering other rooms:** The rented rooms (rooms 1 to 6) are clearly marked with room numbers. Entering other rooms for which the Tenant has not paid rent is strictly prohibited. This applies without restriction even if a fellow tenant has accidentally left their room door unlocked. The privacy of other guests must be respected under all circumstances.
6. **Handling of inventory:** To avoid damage to the building or the inventory, it is generally **prohibited to move furniture or cupboards**. The inventory must remain in its original place.
7. Lights, electrical appliances (TV etc.) and other equipment must be switched off when not in use and when leaving the accommodation.

§ 6 Departure, Check-out and Room Handover

1. **Check-out times:** Check-out must take place on the last day of the rental by **10:00 a.m.** at the latest. Different check-out times require prior mutual confirmation in text form.
2. **Condition on departure:** On the day of departure, the rental property must be left in a proper, broom-clean condition (i.e. floors swept or vacuumed, rubbish disposed of in the bins, no gross soiling). **This includes the following mandatory tasks:**
 - Empty the refrigerator and wipe it dry
 - Clean all used dishes in the dishwasher (washing up by hand is not sufficient as a final step) and return them to their place
 - Dispose of all remaining food
 - Dispose of household waste in the designated bins outside
 - Clean used appliances and facilities where necessary
 - Leave used furniture neatly in its original place
 - Switch off all electrical appliances (except the refrigerator)
 - Securely lock all doors (room and front door) when leaving
3. **Binding handover and documentation:** For rentals of one month or more, or for the rental of several rooms up to the entire house, a joint handover inspection of the rooms with the Landlord takes place on the day of departure. Please agree the time with us at least one week before departure; without an arrangement, 10:00 a.m. applies. During the handover, all rented rooms and the common areas are inspected and a handover report on the condition and any defects is drawn up and signed by both parties. **Important for companies:** The handover takes place with the main contact person named by the company or their substitute (§ 3 GTC); their signature binds the company. If no one appears or the signature is refused, the Landlord



documents the condition unilaterally with photographs and sends the report in text form (§ 6 GTC). Objections may be raised within seven days.

§ 7 Waste Separation, Waste Glass and No-Smoking Rule

1. **No-smoking rule:** There is an absolute smoking ban throughout the house (including e-cigarettes). Smoking is permitted outdoors only; please use the ashtrays provided. In the event of a violation, special ozone cleaning becomes necessary, for which liquidated damages of €250.00 are charged in accordance with § 7 of the GTC.
2. **Waste separation:** Waste must be separated into plastic/packaging, paper and residual waste.
3. **Waste glass:** Glass must not be disposed of in the residual waste or stored in the house. Companies and long-term tenants dispose of their waste glass themselves in the public glass containers. If waste glass is left behind on departure, disposal is charged at a lump sum of €50.00 in accordance with § 7 of the GTC.

§ 8 Household Pets and Small Animals

1. **The house cats:** Three cats live on the property. Stroking them is allowed. Under no circumstances may the cats be let into the house. Only cat food/treats may be fed (no leftovers, bones or chocolate).
2. **Own pets:** Bringing your own pets (small animals only) is permitted only by prior arrangement and confirmation by the Landlord in text form. Animals must be kept away from furniture, in particular beds and sofas. The Tenant removes all soiling caused by their animal immediately and is liable for damage caused by the animal. The amount stated in § 7 of the GTC is charged for the additional final cleaning. Dogs must be kept on a lead in the marked areas of the house and surroundings.

§ 9 Parking

1. Appropriately marked parking spaces are available to the Tenant for the duration of the stay.
2. When parking, strict care must be taken not to block other vehicles, neighbours or footpaths.
3. **No parking:** Parking in front of the marked yard and barn gates is strictly prohibited.
4. The Landlord accepts no liability for vehicles parked in the car park or their contents.

§ 10 Outdoor Area, Barbecues and Fire Safety

1. **Outdoor area:** Movable items in the outdoor area (e.g. parasols) must always be closed and stowed away securely in strong wind and overnight to avoid damage and ensure safety.
2. **Barbecues and open fire:** The use of facilities with open fire (e.g. barbecue, fireplace) is permitted for adults only. For fire safety, barbecuing with fire accelerants is strictly prohibited. Once completely cooled, ash and other barbecue residues must be disposed of safely in the residual waste.



§ 11 Internet and Wi-Fi Use

1. The Landlord provides the Tenant with free internet access (Wi-Fi) as a voluntary additional service for the duration of the stay. There is no entitlement to a particular bandwidth or uninterrupted availability; disruptions at external providers do not entitle the Tenant to a rent reduction. Please report any faults so that we can have them rectified as quickly as possible.
2. Use must be proper and within the bounds of the law. It is strictly prohibited to misuse the internet access for illegal purposes (e.g. illegal streaming, file sharing, downloading copyrighted material) or to harass or disturb other tenants.
3. Any tampering with the network infrastructure and any attempt at data theft via the network are prohibited.
4. The Landlord reserves the right to block certain websites, services or IP addresses on the network for reasons of data protection and the protection of minors.
5. The respective Tenant is fully liable for all unlawful acts carried out via the internet access provided. *The Tenant indemnifies the Landlord against all third-party claims (e.g. warning-letter costs from lawyers or rights holders) arising from unlawful use of the Wi-Fi connection by the Tenant or their companions.*

§ 12 Utility Failures (Electricity, Water, Heating)

Failures of electricity, water, heating or internet must be reported to the Landlord immediately so that they can be rectified as quickly as possible. The Landlord is not liable for failures caused by disruptions at external utility providers or by force majeure. The Tenant's statutory rights in the event of significant defects for which the Landlord is responsible remain unaffected.

§ 13 Guest Letterbox and Receipt of Mail

1. **Use of the letterbox:** On request, long-term tenants are provided with a guest letterbox free of charge for the duration of their stay. The Tenant is obliged to inform the Landlord in advance in text form if they intend to have mail or parcels sent to the address of the accommodation.
2. **Handling of the letterbox key:** The letterbox key provided has a fixed designated storage place in the hallway. After collecting the mail, the key must be hung back in this place immediately. Taking the key away (e.g. into the rented room or when leaving the house) is strictly prohibited. In the event of loss or unlawful removal of the key on departure, the full costs of a replacement lock cylinder are charged to the person responsible or the booking company.
3. **Liability and forwarding:** The exclusions of liability for mail and parcels set out in the GTC (§ 7(6)) apply without restriction. The Landlord is not responsible for forwarding mail received after the Tenant's departure. If mail is forwarded at the express request of the former tenant, all postage and handling costs incurred are invoiced in advance.

Emergency contacts:



- **Police:** 110
- **Fire brigade / ambulance:** 112
- **Nearest hospital:** Universitätsklinikum Jena (Am Klinikum 1, 07747 Jena)

Contact for general questions and damage reports: T&T Zimmervermietung Oßmaritz GbR · Address (administration): Talweg 14, 07639 Bad Klosterlausnitz, Germany · Phone/WhatsApp: +49 171 7720722 (at night from 22:00 to 06:00 only in urgent emergencies) · E-mail: info@monteurzimmer-bei-jena.de · Website: www.monteurzimmer-bei-jena.de