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Dear Valued Guests,

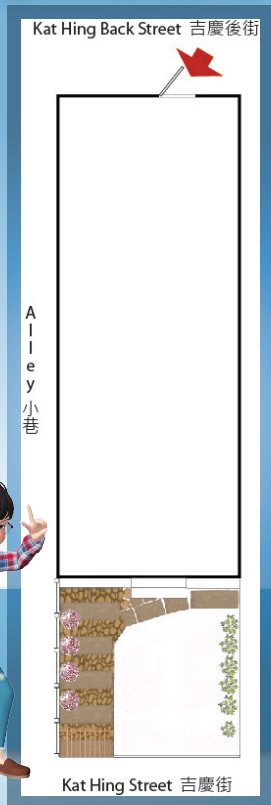
Welcome to our property!
In order to have a stress free stay,
please read the content of this
booklet carefully. Should you have
any question, please
let us know.

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The Management office
+852 29857002

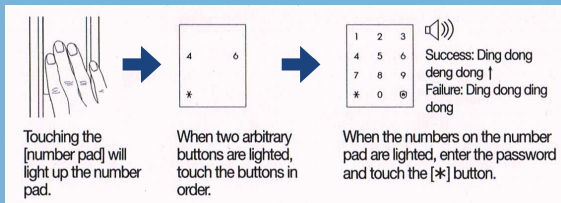
Accessing the property



Locate the door at the rear of the building (Kat Hing Back Street)

How to open the digital door lock:

1. Open the glass lid of the lock protector
2. Enter the security code as shown below



3. Remember to close the glass lid after unlocking the door and close the door behind you

The key box with 4 compartments is next to the light switch. Enter the code for the corresponding key compartment to collect the room key(s)

Shoes off!

Please remove your shoes before going upstairs! Slippers for guests are at your disposal

The property

We strive to provide every guest with comfort and safety so that you could enjoy a carefree staycation. The building has been repurposed from a residential “small village house” and hence has certain limitations:

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Sound

Please be considerate and keep check of sound volumes after 11 pm

Hot water

Hot water is produced by storage type electric heaters at the roof top. It takes a couple of minutes to travel to your bath room. After each use, it would take time to reheat. It would take longer after tub bathing. In case your neighbour takes a shower at the same time, the water pressure drops obviously.

Staircase

No elevator. Access to the upper floors is by stairs. Please supervise young children not to run or jump, and walk carefully when wearing socks or loose slippers

Balcony

Please do not overcrowd a balcony. Young children should be supervised and not left alone at the balcony.

Drainage

Do not throw wet wipes, paper towels, sanitary napkins or cigarette buds into the toilet bowl. Toilet paper should be disposed in small amount each time.

Unconsumed food should be thoroughly wrapped up and thrown into a rubbish bin instead of the toilet bowl.

Flushing

Water for toilet flushing is stored at the roof top in a designated tank. It cannot be replenished within a short time if too much flushing takes place simultaneously.

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Inside your room

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How to operate the shower set in the Family Suite bathroom:

1. Default setting: spout points forward, diverter with semispheric pointer at the upper side

Lift handle to switch on, turn left for hot water and right cold

2. To switch to hand held shower or rain shower:

i. Turn spout to left:

ii. If the semispheric pointer is at the upper side of the diverter, water comes out from hand held shower

iii. Turning the diverter so that the semispheric pointer reaches the lower side: water comes out from the rain shower



Free Wifi connection
Password

oiat57se

1. Two smoke detectors are installed inside your room; one inside the bathroom and another one outside. They can be triggered by hot steam. Do remember to switch the ventilator on before taking a shower and close the bathroom door.
2. The air con cools or warms. Choose the appropriate mode that suits you and be reasonable with temperature setting so as to avoid damaging the sensor. For instance, do not set 28 ° C while at cool mode.
3. Please switch off the appliances when not in need.
4. Adaptors can be borrowed from the administration office. Kindly return after use.
5. To turn down the bed, please remove the bed spread (if any) and find the upper shorter end of the quilt underneath the pillow.

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LINENS AND TOWELS

Our standard is to change your bed linens every second day of your stay. If you would like your linens changed sooner and have

HOUSEKEEPING

please let us know between 9 am to 12 pm, or on the previous evening.

- 9 ☐ A towel on the rack means "I'll use it again"
☐ If you need fresh towels, place them on the floor

TOOTHBRUSH is not included in the existing bathroom amenities

Should you wish to purchase one, the in-house choices are:

- ☐ Biodegradable bamboo toothbrush HK\$35 /pc
☐ Disposable plastic toothbrush HK\$10 /pc

Please ask our staff for assistance.

Laundry

Please do not use the washing machines and tumble dryer without authorization. The priority of using these machines is for house bed-linens and towels. If you require washing personal items, please speak with our staff. Try to gather a full load (maximum 9 kg) and we shall not be responsible for any damage, colour fading and shrinkage of guests' garments. We charge for water and electricity according to load.

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Meeting points

Staying in a bed and breakfast provides the opportunity to experience the convivial atmosphere and to make meaningful human connection. Communal space and amenities are at your disposal:

1. First floor landing:

- 11 A service trolley for refreshments, a small fridge that contains the provisions and another fridge for guests' food storage

2. Ground floor garden

Available after business hours. At night, a net is put across the entrance to keep dogs away. Please put back after use.

3. Roof top

Sun lounger, greenery, sunshades

**Please avoid touching any laundry.
Open fire or candles are not allowed!**

Be considerate

- **observe safety when using the electric appliances**
- **keep tidy; place used utensils at designated spot**
- **keep noises checked at night**

Smoking rules

Smoking is prohibited indoors as well as at the roof top. When you smoke in the balcony, please do make sure that you close the glass doors so that the interior remains odour free.



Check out information

Regular check-outs

The regular check out time is 11 am, unless you have prior request for delay

■ Please inform any staff member that you are ready to check out. The room should be vacated and you have removed your belongings. As much as we try to return any forgotten items, the administration shall not be held responsible for guests' valuable belongings.

■ The damage deposit is refundable when the room has been checked for absence of excessive dirt, damage, door key(s) and the borrowed items have been returned to the Administration.

■ Please review us on TripAdvisor, tag us in Instagram, like our Facebook page

■ When you become our repeated customer, please mention the date of your last visit so that we can reward you a loyalty discount.

Checking out at exceptional times

Please request in advance when you require early check-out before 8 am or checking out on the same day of your arrival

■ **Drop off the room key(s):**
Place the room key(s) in the key box before you leave. Failure to do so leads to delay in refunding your damage deposit.

■ **We shall refund the damage deposit after deduction of any outstanding balance. The sum will be refunded through the same channel as you have paid. It could take a few work days for refunding credit card payments through the gateway, Stripe.**