

Rules for the Use of the Wellbeing and Leisure Centre

Safety

- Users are responsible for the premises they have booked for the duration of their reservation. Users must familiarise themselves with the Wellbeing and Leisure Centre's safety instructions in advance and, if necessary, prepare a safety document relating to their own activities.
- A maximum of 50 people may stay overnight at the Wellbeing and Leisure Centre at any one time.
- A maximum of 400 people may be present in the entire building, including the sports hall, at any one time. The maximum capacity of the sports hall is 200 people.
- If the fire alarm sounds, everyone must evacuate the premises immediately. In the event of an actual fire, call the emergency number 112 immediately. If the cause of the alarm is unknown, users must contact the following personnel: during the day, property caretaker Juha Nissinen, tel. 040 037 0853; in the evenings and at weekends, Vieremän Kiinteistöhuolto Ky, tel. 050 566 3954.
- The fire-fighting equipment in the main building is marked on the floor plans located in the upper and lower entrance halls. The equipment includes fire blankets and dry powder fire extinguishers. All fire-fighting equipment is also clearly marked throughout the building.

Consideration for the Environment and Other Users

- Users must show consideration for other people in the building and for the neighbours. Users are asked to avoid excessive noise during quiet hours, from **10:00 p.m. to 7:00 a.m.** If a user has booked the entire property, they are responsible for ensuring that no disturbing noise from the building or outdoor areas reaches the neighbourhood between 10:00 p.m. and 7:00 a.m.
- The indoor facilities and outdoor areas of the Wellbeing and Leisure Centre must be kept clean and tidy.
- Users are responsible for taking all waste generated during their activities to the recycling point located in the waste shelter in the front yard.

Cleanliness and Final Cleaning of the Wellbeing and Leisure Centre

- Guests staying overnight must bring their own bed linen. If using a sleeping bag, guests must also bring a pillowcase and a bottom sheet.
- Users must keep the premises clean during their stay and carry out the final cleaning before departure. Cleaning equipment is available in the cleaning supply storage room upstairs.
- Cleaning of the accommodation facilities includes vacuuming, washing the floors, wiping surfaces, cleaning the kitchen and toilets, airing the bedding, and taking all waste to the recycling point. Detailed cleaning instructions are available in the cleaning supply storage

room. If the premises are not cleaned as required, a cleaning fee of €40 per hour will be charged to the user.

- Outdoor footwear must be left in the designated area in the entrance hall by the exterior door.
- Toilet paper, paper hand towels and hand soap are available in the cleaning supply storage room for replenishment as needed.

Other Matters

- Bringing animals upstairs is strictly prohibited. Animals are permitted in the entrance hall on the ground floor. Permission to bring animals must be agreed upon when making the reservation. When staying with animals, guests must use the separate entrance to the ground floor. Mattresses, blankets and pillows are available on the ground floor for guests staying with animals. These can be found in the bedding storage box under the stairs. Guests staying with animals must ensure that the doors to the other ground-floor rooms and the gate at the stairs remain closed.
- Smoking indoors is strictly prohibited. Designated smoking areas are located in the back yard near the campfire site and in the front yard next to the waste shelter.
- The refrigerator and freezer must always remain switched on. Users are not permitted to switch them off.
- The rental fee for the Wellbeing and Leisure Centre includes normal use of the booked facilities, as well as the fire pit and the outdoor exercise and yard areas and their equipment. Firewood is included in the rental fee, provided it is used reasonably.
- Equipment located in the communal areas is available for renters to use. Outdoor and play equipment stored in the outdoor storage building is also available to users with a reservation. Items specifically marked or kept in other locked rooms are not for general use.
- The sports hall and its equipment are available to users with a reservation, except during separately booked time slots. The booking schedule is displayed on the glass door of the sports hall. The sports hall is always available to anyone who has booked the entire building.
- Users must bring their own bed linen (sheets, pillowcases and duvet covers) and towels.
- Crockery and cooking utensils are available for users to use.
- As part of your reservation, you may camp in the outdoor area using tents, motorhomes or caravans.
- Property maintenance and related duties are the responsibility of the Municipality of Vieremä. Contact: Juha Nissinen, tel. 040 037 0853.
- Property maintenance tasks may be carried out at the Wellbeing and Leisure Centre during your reservation.
- Keys must be collected from the information desk at the municipal office on weekdays between 8:00 a.m. and 3:00 p.m. On the day of departure, keys must be returned to the information desk or placed in the letterbox next to the municipal office's exterior door.
- Cancellations and changes to reservations must be made through the online store no later than one (1) week before the reservation begins.
- Any damage or missing items must be reported no later than the end of the reservation to leisure activities coordinator Iina Karikumpu, tel. 040 7533 433.
- Appropriate charges will be made to the person who made the reservation for damaged or missing items or keys, or for any damage caused to the premises.

Before leaving, please check that:

1. The areas you have used are clean and have been properly cleaned.
2. All windows are closed.
3. All doors are locked.
4. All waste has been taken to the recycling point.
5. The key has been returned.