

# **Apartment self-check**

#### The link will be sent via email

On the start date of the tenancy agreement, a link for an apartment self-check will be sent to the tenant's email address.

#### Self-check form

We kindly ask you to check the condition of the apartment when moving in. Please fill in the apartment check form within 10 days of the start date of the tenancy agreement. By submitting the form you can avoid any damage being charged from your deposit at the time of moving out.

#### Contact information

In case you do not have an email, you can contact the property management on our phone number +358 3 851 570.

If you have any concerns about the condition of your apartment, please send pictures of the faults to asiakaspalvelu@lahdentalot.fi.

# Information about claming and returnig keys, booking a parking space and reserving sauna

#### Contact details for the locksmith's business

Certego Oy Launeenkatu 70, 15610 Lahti tel. +358 10 700 711 lahdentalot@certego.fi

# Opening hours for claiming and returning keys

The keys can be collected from the locksmith at no charge on the first day of the agreement term, Monday–Friday 8 am–4 pm.

If the keys are collected during on-call hours (Monday–Friday 4–9 pm or Saturday–Sunday 10 am–2 pm), a fee of 141.36 euros is charged. The collection of keys during on-call hours must be agreed in advance with the locksmith.

If the change of month falls on a weekend, a national holiday, or the eve of a national holiday, the locksmith's service is provided free of charge on the first and the last day of the month between 10 am and 2 pm.

The customer must confirm his or her identity when picking up the keys. If a person other than the tenant picks up the keys, that person must present a proxy form.



# Returning the keys

The keys to the apartment, parking space, and mailbox must be returned to the locksmith's business. The person returning the keys may request a receipt confirming their return. The keys must be originals approved by the company. A locksmith will inspect the keys upon receipt.

If the company's office is closed, the keys—with the tenant's name and address indicated—can be returned via the designated box beside the door, no later than on the last day of the lease agreement.

A fee of 87 euros will be charged for collection of any keys left in the apartment. If you leave the keys in the apartment, please notify the Lahden Talot maintenance service before moving. Otherwise, the locks must be rekeyed, and the costs will be charged to the tenant.

This also applies in cases of moving to another of the lessor's apartments.

# **Ordering additional keys**

Making further copies of the keys is possible only through the maintenance service, tel. +358 3 851 570.

# Booking a parking space and reserving the sauna

Parking spaces and sauna slots can be reserved by phone +358 3 851 570 or email asiakapalvelu@lahdentalot.fi.

Parking spaces and sauna slots <u>for the student apartments listed below</u> can be reserved by using Extranet http://extranet.oppilastalo.fi/

- Ruopankatu 1–3
- Mikonkatu 3
- Helkalankatu 7
- Borupinraitti 4
- Laaksokatu 16A, 18B, 20
- Mikonkatu 3