

Affirm:
University of Latvia
Students Hotels Ltd.
Manager
_____ V.Kripena
2nd January 2012

Student Hotels Ltd.

Reznas 10/k1, Riga

Hotel Rules

General instructions:

1. Below are listed the hotel rules at the Student Hotel at Reznas 10/k1, Riga, and each tenant is held responsible to follow them.
2. Each student / tenant is required to sign a lease / contract to dwell on the premises of the Student Hotel, according information from booking form.
3. Student hotel PRIMA is open from 00.00 to 24.00.
4. A room can be changed only on the basis of a mutually agreed upon written request.
5. Rent for each month must be paid till the last day of the previous month.
6. Students are held accountable for the responsible maintenance of the inventory, of the hotel (furniture and supplies). Inventory fees are included in service charges and in the rent.
7. Students who want to live alone are required to pay for the full price of the room, whether it is a single room, double room, or triple room.
8. Guests are allowed to stay at the hotel from 8:00 am until 11:00 pm. Guests have to leave their ID card at the reception and inform the receptionist whom they are visiting.
9. Students are responsible for their guests, and while visiting, guests are required to follow the hotel rules. The student tenants will be required to pay for any damages they or their guests may commit.
10. Students have to inform receptionist and the manager before organizing any activities which involve more than 10 participants in written form.
11. There is a quiet period from 11:00 pm until 7:00 am which must be observed by all tenants.
12. The receptionist, the manager or the security of the hotel has the right to terminate the rent contract unilaterally if a student / tenant has violated any of the conditions of the contract.
13. The receptionist or the manager of the hotel submits a statement explaining the grounds for the termination a contract and indicates the rules which have been violated.
14. Fines and sanctions may be imposed on tenants if hotel rules are broken:
 - A fine may be imposed which may vary from 20 Ls up to an amount equal to a month's rent. The amount will depend upon the seriousness of the infraction.
 - Immediate eviction of the tenant from the premises in very serious cases.

Tenants' Responsibilities:

15. Responsible treatment and maintenance of the property of the student hotel.
16. The property surrounding the hotel should be kept clean. Garbage needs to be discarded in the receptacles. The common areas of the hotel should be kept clean and orderly and the garbage properly disposed of.
17. It is important to maintain order and cleanliness in the room and the kitchens and for each tenant to wash up after himself. Cleanliness and order should be observed in the other common areas of the hotel as well.
18. The Student shall to do wet and dry cleaning of the room regularly- every week.
19. Observe the quiet period from 11:00 pm until 7:00 am and do not disturb other tenants.
20. Do not drop sanitary napkins, food or packaging materials into the toilets.
21. Follow safety instructions for the use of electronic appliances.
22. You are not allowed to use alcoholic beverages and narcotic substances in rooms or on the premises of the hotel.
23. It is forbidden to smoke in rooms and common areas of the hotel. Smoking must be done outside the hotel.
24. You are not allowed to keep animals.
25. Before leaving your room in the hotel observe these precautions: close the windows, switch off the lights, turn off electric appliances, and lock the door.
26. You are required to pay 5 Ls for each lost key; leave the key at the reception if you are leaving your room for longer than 1 week.
27. Tenants will be required to pay for the cost of repairs for any damages to the washing machines, cabinet dryer, drying rack or another device..
28. Parking is allowed only in the front of the hotel and in the parking area or in the back.

Tenants' rights:

29. A change of bed linen once every 10 days.
30. The right to utilize common areas of the premises of the hotel utilizing available goods and supplies, such as furniture, washing machines and the drying cabinet, dishes and other available services.
31. Inform the receptionist about any damage to the inventory.
32. Remove inventory of the hotel to another room only with the permission of the receptionist.
33. The right to use the washing machines and dryer (after paying a set nominal fee), but the washing of clothes is limited to the laundry room only.

Get to know the hotel rules!