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The original document are in swedish.

Please ask for it if unsure.

Cleaning Regulations regarding Solvik

Settled by the Sports Cabin Commission.

You will find cleaning supply in the cleaning storage in the hallway in the Great Cabin. Broom etc. and dustpan are also available in the lake house, sauna and in the room closest to the stairs in the sleeping length. Use warm water with cleansing agent to wipe the walls, ceiling, chairs, tables and other furniture. Use window detergent when cleaning the windows. Use warm water with cleansing detergent or yellow/green soap when swabbing the floor.

This is how Solvik shall be cleaned:

Great Cabin

Living room and (punch) porch

- Clean chairs and tables and place them in order. (300 SEK)
- Clean walls, doors, ceiling, windows, window sills, piano and other surfaces that became dirty. (400 SEK)
- Vacuum under the cushions in the sofa. (300 SEK)
- Put back songbooks in the corner cabinets next to the sofas. (100 SEK)
- Empty the ashes from the stove cassette. Empty the ashes in the concrete circle between cliff and the tool-shed. (200 SEK)
- Remove decorations and such that you may have put up. (100 SEK)
- Wipe the whiteboard clean. (20 SEK)
- Turn off the stereo. (60 SEK)
- Wipe/vacuum and swab the floors (until it is clean). (400 SEK)
- Present the guestbook on the coffee table.
- Turn of all the lights. (100 SEK)
- Close the door between the living room and the (punch) porch. (200 SEK)

Kitchen

- Wash everything. (500 SEK)
- Empty the dishwasher and the dish drainer.
- Restore all porcelain, glass and kitchenware to the right place. You can read on the cupboards and shelves what belong in there. (500 SEK)
- Clean the stove, oven, microwave, coffeemaker, countertops, window sills and, if necessary, walls, windows, ceilings and doors. (500 SEK)
- Clean the refrigerator both inside and out. The refrigerator and the freezer shall be switched on.(200 SEK)
- Sweep/vacuum and swab the floor. (300 SEK)
- Bring all the food that you have not eaten with you when you leave. (200 SEK)
- There are a smaller amount of dry goods left in the kitchen. These may only be left in the designated cupboard and not be left on the benches. Otherwise, it will attract pests. (200 SEK)
- Make sure that the coffeemaker, microwave, electric hand mixer, waffle iron, stove and oven are switched off. (1000 SEK)
- Remove the garbage bag from the garbage bin and dispose of it in one of the
 waste bins for residual waste at the intersection of
 Färjholmsvägen/Beatelundvägen (closest recycling station is at Värmdö
 Marknad or Brunn. Replace the old garbage bag with a new garbage bag. (700
 SEK)

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Bedroom, hallway and cleaning supply closet

- Fold blankets and sheets. There shall be at least one blanket and one pillow on every bed. Brush of mattresses/mattress covers. (100 SEK)
- Clean the walls, doors, ceilings, windows, windows sills and other surfaces that became dirty. (100 SEK)
- Sweep/vacuum and swab the floors. (100 SEK)
- Take out the garbage bags if they have been used and throw them with the other household garbage. Replace with new garbage bags. (100 SEK)
- Restore all play equipment to the lockers in the hall. (100 SEK)
- Arrange the cleaning equipment in the cleaning storage at the hall, in the Great Cabin. (200 SEK)
- $\bullet~$ All radiators must be switched on. The central thermostat in the kitchen shall be at 10 $^{\circ}$ C. (400 SEK)
- Turn off both indoor and outdoor lights. (100 SEK)
- Close all windows and doors and lock the front door. (1000 SEK)

Bower/Cabin

- Clean and place the furniture correctly. (100 SEK)
- Sweep and swab the floor. (100 SEK)
- Clean walls, windows and ceiling if they have become dirty. (100 SEK)
- Make sure that the door is properly closed. (100 SEK)
- Make sure that the hammock are hanging on a hook on the wall. (100 SEK)
- Empty the ashes from the stove. (100 SEK)

Lakehouse

- Fold blankets and sheets. There shall be at least one blanket and one pillow on every bed. Brush mattresses/mattress covers. (100 SEK)
- All radiators shall be switched on at the lowest level. (100 SEK/element)
- Sweep/vacuum and swap the floor. (100 SEK)
- Clean walls, window sills, ceiling and other surfaces that may have become dirty. (100 SEK)
- Turn off the inside and outside lights. (100 SEK)
- Wipe off and place chairs and tables correctly. (100 SEK)
- Close all windows and doors and lock the front door. (400 SEK)

Sleeping Length

- Fold blankets and sheets. There shall be at least one blanket and one pillow on every bed. Brush mattresses/mattress covers. Extra blankets and pillows shall be added to the room's wardrobe. Extra mattresses shall be stacked in room number 2. (100 SEK/room)
- All of the radiators shall be switched on at the lowest level. (100 SEK/element)
- Sweep and swap the floor. (100 SEK)
- Clean walls, window sills, ceiling and other surfaces that may have become dirty. (100 SEK/room)
- Turn off the inside and outside lights. (100 SEK)
- Close all windows and doors and lock the front door. (400 SEK)

Sauna

- Empty the ashes in the water outside. (200 SEK)
- Swab the benches and "lavar" with hot water and soap. (200 SEK)
- Sweep and swab the floor, even under "lavarna". (300 SEK)
- Bring any garbage, empty cans/bottles out of there. If there is any wood left it shall be in the wood keeper in the outer room. (100 SEK)
- Switch off the refrigerator and leave the door ajar with e.g. the sweeping brush.

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(200 SEK)

- Switch off the indoor lights. Switch off the lights to the sauna trail. Switch off the outdoor lights. (100 SEK)
- Close all windows and doors and lock the front door. (200 SEK)

Boathouse

- Clean and restore rowing boats and canoes. (300 SEK/boat in the wrong place)
- Restore life jackets in the wardrobe in the Great Cabin. (100 SEK)
- Lock the door. (400 SEK)

Toilets and outhouse

- Clean the toilets, especially the seats. (500 SEK)
- If the urine separating toilet contains stool remove the stool bag, tie it together and throw it in the latrine compost to the left by the toilets. (500 SEK/ bag not changed)
- Switch off the light. (100 SEK)
- Sweep the floor. (200 SEK)
- Lock the doors with the padlocks. (500 SEK)
- Refill the water bottles in each toilet. (80 SEK)
- Load toilet paper if it is empty. Toilet paper for refilling can be found in the cleaning storage in the hall in the Great Cabin. (50 SEK)
- Remove the garbage bags if they have been used and throw them with the other garbage. Replace the bags. (200 SEK)

Outside

- Clean the grill grates and empty the ashes and leftovers of coal/briquettes in the concrete circle between cliff and the tool-shed. (200 SEK)
- Return the grills to their place by the old kitchen door. (200 SEK)
- Sweep the entries to all of the houses. (100 SEK)
- Sweep the bridge deck. (200 SEK)
- Pick up any non-natural litter (e.g. bottles, beer cans and cigarette leftovers) that may be on the lot and take down and remove any decorations that you might have brought. (200 SEK)
- Take down the flag and hoist the pennant (always blue over yellow). The flag lives in a labelled kitchen drawer. (100 SEK)
- Make sure the lifebuoys are at their place on the bower, great bridge and in the sauna. (500 SEK/buoy)

Other

- Inform the bailiffs if there is any errors or missing material.
- Bring all the garbage and throw them in the barrels at the crossroad Beatelundsvägen/Färjholmsvägen. (500 SEK)

Inspection and fines

- After your rental the bailiffs will inspect that your cleaning has been performed accordingly to these regulations.
- Lack of cleaning may according to the signed rental contract entail fines that will be charged after your rental.
- It is the bailiff that perform the inspection that decide how large the amount will be for every unfulfilled cleaning instruction. The maximum fine amount per unfulfilled instruction is stated in the brackets in the list above.

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