

## LODGEMENT RULES

*Every participant is a welcomed guest.*

*All participants must always respect the following rules in order to spend a nice and peaceful period with their host.*

- Your room and common areas of the flat (kitchen, bathroom, etc.) **must be kept tidy and clean** at all time. Arrange with roommates to do general cleaning at least **once a week** (including the floor).
- **Smoking is strictly forbidden in the flat.**
- **You are not allowed to invite people to the flat** without the authorization of your host. You are responsible for your guests and their behavior (for damages too).
- **It is forbidden to open to strangers!** Each participant is responsible for those who enter (except for EC staff, owner and eventual maintenance personnel) and their behaviour.
- **Air the house** every day and before leaving the flat make sure **all windows and doors are safely closed**. When the season starts to get warmer, open the windows only early in the morning and in the evening; keep them closed during the hottest hours to keep the house naturally cool.
- According to the current regulation of the city of Vicenza, it is allowed to turn on the **heating** from 15 October to 15 April for max. 14 hours a day (not at night) at a **temperature of 19°C** ( $\pm 2^{\circ}\text{C}$ ). ([www.comune.vicenza.it](http://www.comune.vicenza.it))
- In Italy, as in most part of European countries, waste separation is in force. **Always remember to use distinct garbage bins** for different kind of rubbish: **organic** (brown), **plastic and metal** (blue), **paper** (white or yellow), **glass** (green), **unsorted waste** (black/big metal containers).
- Before departure **leave the accommodation tidy and clean.**
- You must **immediately report to your host and Eurocultura within 24 hours** any damage to the flat, to the furniture or to other domestic appliances you might cause, as well as any other relevant fact might occur. Costs arising from **damages you might cause in the flat will be at your charge**. Everything must be solved before you leave! Contact your sending organization and Eurocultura for your **liability insurance**. If no one takes responsibility for the damage, the costs will be **equally divided among all the guests**.
- **Eurocultura accepts no liability** for any damage caused to persons, animals or property as a result of use or misuse of bicycles, mopeds, motorcycles or cars.

*If you are sharing the flat with another student it's advisable to buy together some things such as sugar, salt, oil, milk, detergent.*

**ATTENTION! The house manager and the EC staff can do random controls!**

## GOOD HABITS

- Each household has its own rules and habits. Be **discreet and attentive to details**, do your best to get used to the new lifestyle. It will be appreciated and ... your adaptability will increase!
- Agreeing on the **sharing of common spaces** can take some time. Talk about it with your roommates, agree on times: nobody wants to be intrusive or invaded.
- Take advantage of your free time to get to know your roommates, have a chat, cook together, discover new board games, take a walk together... **convivial moments** will remain etched in your memory forever!
- Some families take their **shoes** off at the entrance, or at most in the living area. Adapt to the habits of the household: it will be appreciated.
- During a stay abroad you want to have fun with your friends, but don't forget that **neighbours** may want to rest! 😊
- If you come back late at night, when your roommates are asleep, **be quiet** and move **silently**.
- If you plan to spend **one or more nights out**, inform your roommates: it's an act of respect.
- **Eat in the kitchen**, not in the bedroom! 😊
- Whenever you wash **the dishes**, check that they are actually clean before storing them in the larders.
- Clean the hob, the kitchen countertops, the table and the oven every time you cook. Don't forget to clean the sponge you used.
- Don't touch the cabinets and the refrigerator with dirty hands: always use the **handles**.
- Respect your space in the **refrigerator** and don't forget to check **your food's date of expire**. Cover the food to avoid unpleasant smells.
- Take care of your **clothes**, don't leave them around the house!
- If you use a **broom**, don't forget to remove any hair or lint after every use.
- Leave the **bathroom** clean...and scented.
- Do not throw away wipes, make-up remover pads, cotton swabs and tampons in the toilet: throw only **toilet paper**.
- Domestic appliances and equipment must **be used with care and moderation**, according to the rules of your host. Don't forget to **switch off lights and all household devices** after use.