## Dear Guest.

We are pleased to welcome you to our establishment. In order to make the stay as pleasant as possible for all guests, we kindly ask you to observe our house rules:

- 1. Living together in a guest house requires consideration and understanding. Therefore, all residents are asked to avoid disturbances to other guests. Sound systems should be operated at room volume only out of consideration for the other residents. Out of respect for our neighbors, the night rest must be strictly observed from 11:00 PM to 7:00 AM in our house and on the premises.
- 2. Please note that our guest house is a non-smoking area.
- 3. The consumption and storage of alcoholic beverages is not permitted in the Heege house, in the outdoor facilities, on the school grounds and in the parking lots (Heege house and school). There is a strict ban on spirits and any other kind of intoxicating and narcotic substances. In case of misuse, the guest house management can issue an immediate termination or a ban. The house management or its representative reserves the right to confiscate alcohol and other drugs stored in the rooms for the duration of the stay.
- 4. Each guest is co-responsible for the careful treatment of the guest house's furnishings and equipment. Anyone who intentionally causes damage or destruction may be liable for compensation and/or criminal prosecution.
- 5. The possession and storage of weapons or weapon-like items is prohibited. This also applies to items that merely give the impression they could be dangerous items (softair guns, toy guns etc.).
- 6. Our rooms are left to you for independent use. Beds and wardrobes may not be moved, mattresses may not be placed on the floor. Upon departure, we ask you to return tables and chairs to their original position as found upon arrival.
- 7. Household appliances such as hot plates or refrigerators may not be connected in the room.
- 8. No visitors are not tolerated in the camp. Everyone on the camp ground needs to register with the camp office.
- 9. Please report any damages or defects to our camp office immediately so that we can remedy them. If damage adjustment is necessary, we strive to carry it out in consultation with you.
- 10. The resident is liable for any damage caused by him or her.
- 11. It is not permissible to drive nails, hooks or the like into walls or furniture. Damages can lead to a chargeable damage repair for the resident.
- 12. Liability for brought in items of any kind is not accepted. This also applies to personal belongings in the locker compartments. For your own security, the room should always be locked, even at the end of a block. We are not liable for anything that is missing.
- 13. Forgotten or lost items will be kept in the camp office. After this period, uncollected items will be disposed of or donated to charitable organizations.
- 14. The beds in the rooms are to be made with three-piece bed linen. (If necessary, bed linen can be borrowed at our camp office for a fee of 7Euro).
- 15. Anyone who deliberately triggers a fire alarm or misuses the pressure detectors by smoking or otherwise handling fire or smoke is liable to prosecution and has to pay the consequential costs of the automatic fire brigade deployment. In these cases, a criminal complaint will also be filed by the house management. In the event of a fire alarm in the house, the residents must immediately leave the rooms and the building

- via the designated escape routes and gather in front of the building in the parking lots. The building may only be re-entered on the instructions of the staff.
- 16. The house management exercises house rights! In urgent cases, the house management or their representative allows themselves to enter the rooms to exercise house rights in order to arrange what is necessary. In case of noise disturbance or violation of the house rules, the house management or their representative is authorized to take appropriate measures to restore order.
- 17. Violations of the house rules can lead to termination after warning. In case of criminal offenses, the police may be involved, parents and training company will be immediately informed