

## Rules of use for Leipsis sauna & facilities

**Valid from 19.09.2024**

Hietasaarenkatu 14, 65100 Vaasa

### 1. Reservations

The reservations for saunas and meeting rooms must be made through the reservation calendar found on the Student Union's website. When booking, the full name, telephone number, e-mail address and the need for additional services must be indicated. You can see the booking status on the calendar on the website. The reservation can be canceled free of charge no later than 7 days before the date of use. For cancellations made after this, half the rent will be charged, and for bookings canceled less than 48 hours before, the full rent will be charged. You can ask for more information on [tilat@vyy.fi](mailto:tilat@vyy.fi).

### 2. Payments

The user pays the rent, which is charged according to the price catalog before the date of use. The payment can also be made through a PDF invoice sent to email, which is charged according to the price catalog. To get the student discount, the user must present a valid higher education institution student ID when picking up the door code. If the user of the reservation is a company, the facilities cannot be rented at the member or student price.

### 3. Rental agreement and door code

The rental agreement and the door code can be picked up two business days before the reservation at the Student Union's service office during opening hours. If it is not possible to sign the rental agreement and pick up the code within the opening hours, a service fee will be charged according to the price catalog (with the exception of breaks

during opening hours, e.g. holidays). A fee will be charged for disposing of the code according to the price catalog. When handing over the code, a rental agreement is also signed, the signatory of which is personally responsible for the rental.

#### **4. Rental period**

The facilities are rented between 16:00 and 24:00. The facilities must be vacated by midnight, unless otherwise agreed in the rental agreement. Additional hours between 12:00 and 16:00 and between 00:00 and 04:00 must be agreed upon when booking, and the hours will be charged according to the valid price catalog. At night, you must obey the hours of silence in accordance with the property's rules of order. Accommodation overnight is prohibited. If the tenant is in the facilities outside the rental period without having agreed on it, a breakdown fee according to the price catalog will be charged..

#### **5. Tenant's responsibility**

The signatory of the rental agreement acts as the person responsible for the rental, responsible for maintaining order, the condition of the premises and compliance with these rules. The signatory of the rental agreement is responsible for locking the windows and doors of the premises when leaving the premises. If the window or door of the premises is left open, the tenant will be charged a breakdown fee according to the price catalog for endangering the safety of the premises.

#### **6. Complaints and defects**

The condition of the premises must be checked before use, and any problems (breakages/mess left by the previous tenant) must be reported immediately to the student union. Complaints are made with photographs by email to [tilat@vyy.fi](mailto:tilat@vyy.fi). If the user neglects the obligation to make a complaint, the defects/damages will be fully compensated by the user, because without a complaint and evidence it cannot be verified that the current renter has not caused any of the problems. In cases of

complaints, you must always be able to prove the reason for the complaint with photographs.

The user is obliged to notify the student union of any damage or breakages he/she has caused. This notification must be made no later than the day after the rental. The user is responsible for equipment breakage and damage caused. The student union invoices the user according to the value of the new corresponding equipment.

## 7. Cleaning of the facilities

After use, the premises must be cleaned and left in good condition. You may not stay in the premises with shoes on, and rubbish, empty bottles, cans and food items must be taken away from the facilities. It is possible to clean the facilities the next day after use between 8:00 a.m. and 12:00 p.m. Failure to do so will incur a cleaning fee in accordance with the valid price catalog. The user also has the option to order cleaning from the student union. The order must be placed in connection with the reservation to the address [tilat@vyy.fi](mailto:tilat@vyy.fi). Cleaning is billed according to the valid price catalog.

If the renter does not order cleaning, the facilities must be cleaned according to the cleaning instructions found in the facilities.

## 8. Emergency exit

An alarm is connected to the emergency exit of the facilities. Unfounded opening of the emergency exit will incur a fee according to the price catalog due to the occurring visit of the security guard and breaking the emergency exit seal.

## 9. Rules of order

In the facilities, the property's general rules of order must be followed. For fire safety reasons, a maximum of 30 people may stay in the facilities at the same time. The signatory of the rental agreement is responsible for the fire-safe use of the facilities.

## 10. Smoking

Smoking in the premises is prohibited. For smoking inside, the renter will be charged a breakdown fee as well as any loss of rent during the removal of odors.

## 11. Lost and found

All food, drinks, clothes and objects of low value left on the facilities will be disposed of. Items left in the premises can be inquired for at the student union office.

## 12. General

The student union can deny the right to use the premises either temporarily or permanently to anyone who has violated these rules of use. The student union reserves the right to make changes to these rules and the current price catalog as necessary. The rules of order and the price catalog valid on the rental date apply to the facility rental. In cases of disputes, complaints are handled by the board of the student union. The complaint must be submitted in writing to the general secretary of the student union within 14 days of the rental date.

### Price catalog (valid from 12.09.2024)

Day	Member price	Student price	Regular price
Sun-Thu	100 €	150 €	220 €
Fri-Sat	130 €	220 €	290 €

Extra hours	20 €/h (during 12.00–16.00 and 00:00–04:00)
Cleaning service	100 €



Facilities left uncleaned	At least 200 € or according to realized costs
Billing costs	PDF invoice to email 5 €
Payment reminder	10 €
Service fee for signing the contract outside business hours	20 €
Sending a new door code	20 €
Unfounded opening of the emergency exit	At least 300 € or according to realized costs
Breakdown fee	At least 150 € or according to realized costs