

Residence Handbook

Kulbane Kollegiet





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Parking

There is free parking at the area of Kulbane kollegiet.

Common kitchen and common Café-room:

There is a common kitchen on your floor with kitchen equipment such as pots and pans that you are welcome to use, but they cannot be removed from the common kitchen. If you need other equipment in the common kitchen, please bring it from your own apartment.

Next to the common kitchen you will find the Café with tables and chairs that you are free to use, however you cannot remove the tables and chairs from the Café.

Wishes about other equipment or furniture in the Café can be discussed between tenants on the floor and possible purchases or other interior changes to the Café can be discussed with the inspector.

How to clean the drain

Please extract all hair from drains regularly, and use a drain cleaner if necessary.

If you experience a bad smell coming from the drain or slow drainage, you must clean out the drain and pour a bucket of boiling water with little “Klorin” into it –using too much is hazardous to your health.

Use 'afløbsrens' for blockages. This can be bought at any supermarket. Pour half a bottle into the drain before you go to bed and leave it overnight. The drain will most often be clear for flow in the morning.

Please follow the steps below to do the cleaning of the bathroom drain in Grundtvigsvej, Nordre Fasanvej, Signallhuset and some other apartments. You will/might need the following materials:

- gloves
- garbage nylon bag
- philips screwdriver



Step 1: remove or loosen the 2 screws in the corner of the grid (some grids have no screws)



Step 2: lift the grid up and remove it to reach the water trap



Step 3: now you can reach the water trap which stays deeper in the drain



Step 4: pull the water trap bowl out

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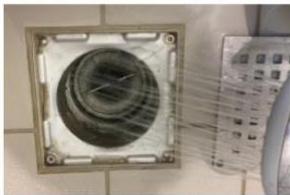
Step 5: you can see the hair and other built-up which block the water trap



Step 6: place the water trap bowl in a nylon bag. Remove the built-up hairs and put them in the nylon bag (it is not allowed to put the flith in the toilet as it can cause further blockage!)



Step 7: clean the water trap well inside and outside (you can use the shower)



Step 8: place the water trap well in its place and fill it up with water in order to stop the drain smell. Finally place the grid back.

If these methods do not work, you may not use the shower if the water pours out of the shower area in any way. You need to contact us via email (contact@housingfoundation.ku.dk). If you fail to inform us of a clogged drain and associated flooding it can be deemed as negligence. If a drain has not been cleaned it can cause serious water damage. If a water damage happens during your stay you might be charged for the repair.

Storage room and Bike-basement

In the basement you will find a storage room with your apartment number on it, you will have to secure the storage room with your own lock. The basement also has larger rooms with bike racks where you can park your bike. When accessing the basement with your bike please use the ramp in the opening closest to the road.

Laundry

Laundry facilities is available in the dorm. The cost for laundry is not included in the rent and must be payed by Mobilepay or with the app Airwallet.

Yard

There is a closed yard along the whole building for all of the tenants at the dorm. You can access the yard via the staircase in the back of the building through the exit on the ground floor right across the staircase.

Parking:

There is free parking for all tenants on our parking lot on the other side of the building.

Garbage:

All garbage from the apartments, common kitchens, Cafés etc. has to be carried down to the large garbage shed with containers for sorting and recycling, there is also a smaller garbage shed for bulky waste, you access the area by going down to the ground floor and out into the parking lot. If you are in doubt about how to sort your waste you can find more information on your municipality's webpage here: kk.dk/affald

You can open both garbage shed with your key-chip on the large cylinder on the gate, when the light blinks green you have to twist it to the right in order to open the gate. When you leave the garbage shed you have to close the gate and lock the cylinder with you key-chip, when the light blinks red you have to twist the cylinder to the left to lock it. It is very important that you lock the gate after you.

Outer doors and Fire doors:

For the safety of all tenants, it is very important that you always close the outer doors when entering and leaving the building. The front door and the basement door by the ramp are the two most important outer doors. There is also a basement door in the middle of the building close to the front door, and there are emergency-exit doors in both ends of the building by the two back-staircases and on the middle staircase by the elevator.

Front door and Guests:

Next to the front door you will find an electronic board with the names of all tenants and their apartment number. As tenants begin to move-in their phone numbers will be added to the board so your guests can plot in you apartment number and get in contact with you via your phone, so you can go down to the front door and let them in. As a safety precaution, the front door cannot be opened from your apartment.

Mailbox:

The postman has a key to the front door and will deliver your mail in the mailbox with your name and apartment number on it. A brief overview of all tenants can be seen on the mailboxes or the board outside the front door, and are both updated when new tenants move in.

Internet, Phone and TV:

There is free Wi-Fi at the dorm.

Name: Kulbanekollegiet

Password: Boligbolig

There is no cable for a landline phone or TV in the apartment, since the dorm expects tenant to stream TV online.