HOUSING FOUNDATION COPENHAGEN

INVENTORY CHECKLIST ☑

KULBANE KOLLEGIET- FAMILY APT. 302

ATTENTION

Housing Foundation Copenhagen has provided some basic furniture for each room. They are provided by Housing Foundation and must remain in the room regardless of whether or not you make use of it.

- If any items are missing or damaged upon moving in, please report it in your online workflow.
- If the items are missing or damaged during Move-out inspection, you must pay for the costs of replacement.

Items which we have provided and therefore offer service for:

Entrance:

- [ ] 1 set of spots in the ceiling
- [ ] 1 grey roll-up curtain
- [ ] 1 lounge chair
- [ ] 1 small side table
- [ ] 2 white shelfes
- [ ] 3 coat hangers
- [ ] 1 black mirror
- [ ] 1 brown cushion
- [ ] 1 washing machine*
- [ ] 1 dryer*

*remember to clean the maschines on a regular basis and inform us right away in case of any technical issues.

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Items which we have provided and therefore offer service for:

Living room

- [ ] 2 sofas
- [ ] 1 sofa table
- [ ] 1 dining table
- [ ] 6 dining chairs
- [ ] 1 set of curtains
- [ ] 1 sets of blinds
- [ ] ceiling lamps
- [ ] 1 standing lamp
- [ ] 1 desk
- [ ] 1 desk chair
- [ ] 1 desk lamp
- [ ] 1 bulletin board
- [ ] 2 trash can
- [ ] 2 bookcases
- [ ] 1 small black shelf

Big bedroom

- [ ] 2 single beds (90 x 200 cm)
- [ ] 2 top mattress (90 x 200 cm)
- [ ] 2 mattress protector sheet*
- [ ] 2 bedside table
- [ ] 2 beside lamp
- [ ] 1 wardrobe with mirror

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Items which we have provided and therefore offer service for:

Small bedroom

- [ ] 1 bunk bed (90 x 200 cm)
- [ ] 1 bedside table
- [ ] 1 bedside lamp
- [ ] 1 chest of drawers
- [ ] 1 trashcan
- [ ] 1 blue cushion for the window
- [ ] 1 set of curtains
- [ ] 3 shelves



Terrace

- [ ] 1 large outdoor table
- [ ] 6 outdoor chairs



*The mattress protector sheet is given for free and it is 1 per person /to each bed. It is designed to wrap around the bed to protect and ensuring that the bed & top mattress do not get dirty.

Please note that the mattress protector sheet should not be removed during your stay, only if you want to wash it. But when you are ready for your departure, and before the move out inspection, the mattress protector sheet must be removed from the room, if not, it will result in a fee for removal of extra items.

Bathroom:

- [ ] 2 shower curtains*
- [ ] 1 trolley
- [ ] 1 trashcan

*180x 200 cm: it is important to have the RIGHT SIZE, so no water damage is caused to the bathroom door - we provide the shower curtain for free at move in, but you need to wash it, if it gets dirty.

Kitchen:

- [ ] 1 dishwasher* remember to clean the machines on a regular basis and inform us right away in case of any technical issues.
- [ ] 1 dish rack* *It is important that you have the tray underneath to avoid water damage.
- [ ] 1 vaccum * We provide vaccum bags, if you run out please contact our service manager at hf.service.manager@gmail.com

Please note:

- You must buy and put in your own light bulbs (E14 and E27 types), batteries for smoke alarms .We provide free service for not usual light sources like kitchen hood lights, spot lights, LED and fluorescent light tubes.