

House Rules

ACCOMMODATION	<ul style="list-style-type: none"> • Each house is not to be occupied by more than 8 persons at one time. • Sleeping overnight in motor vehicles parked on the site is not permitted. • Caravans and tents are not permitted on the site. • Domestic pets are not permitted on the site.
PARKING	<ul style="list-style-type: none"> • Vehicles should be parked in one of the spaces allocated to the assigned house. If additional space is needed, one of the guest spaces should be used first. A space of another house may be used only with agreement from the occupant.
COURTESY	<ul style="list-style-type: none"> • Members and guests are expected to show full consideration for the comfort of other occupants of the site. • This includes keeping unnecessary noise to a minimum (especially at night and early morning).
BEDDING	<ul style="list-style-type: none"> • Occupants are required to supply and use own sheets and pillowslips. Blankets, doonas and pillows are provided and are not to be used outside or removed from the site. • Three portacots are provided on site. Before assembly, see note below.
EQUIPMENT	<ul style="list-style-type: none"> • At end of stay, ensure all windows, inner and outer security doors & communal shed are key-locked, and all on-site house set keys returned to the hooks on the inside of pantry doors. • Glassware, crockery, and utensils used outside or for communal purposes, are to be returned to the house from which they were taken. <ul style="list-style-type: none"> • Please replace kitchenware breakages. • Outdoor furniture is not to be brought inside the houses. • Wood heaters may be used only in accordance with the rules provided. Only approved wood may be used. • The vacuum cleaner dust compartment is to be emptied after use and the filter pad checked. Cleaners will cut out from overheating when the filter pad becomes blocked. If this occurs, please wash the filter and leave to thoroughly dry before reassembly.
WHEN VACATING A HOUSE	<ul style="list-style-type: none"> • The house and its equipment must be left clean and tidy for the next occupants. • Toilet and bathroom must be cleaned. • Hard floors are to be swept/vacuum-cleaned and mopped. • Carpets are to be vacuumed and the vacuum dust compartment left emptied with filter pad checked. • The refrigerator is to be emptied of contents and wiped cleaned. <u>Do not switch off</u> refrigerators on departure. • The dishwashing machine (if installed) is to be cleaned and emptied, with dishes and cutlery put away, door left ajar. • The clothes washer is to be left clean and empty, including the lint filter, door left ajar. • Balconies are to be swept and left tidy. • If you have used the wood heater, make sure the fire is out. Empty excessive ash. <u>Do not reset</u> the fire, to avoid risk of it restarting. Refill the wood tub with paper, kindling, wood and replace match boxes and firestarters if you have used these.

	<ul style="list-style-type: none"> • All windows, doors and the communal shed are to be key-locked and the house blinds closed. Return all on-site house keys to the hooks on the inside of pantry doors. • The lights and appliances for your house must be switched off, but hot water service remains on. • Outdoor furniture is to be left clean and outside, with the dining setting kept under cover. • If you have used your house barbecue, this is to be left in a clean condition including the catchment tray. <p>Check that tap connections to appliances (washing machine/dishwasher) are left turned off at departure.</p>
GARBAGE	<ul style="list-style-type: none"> • Each house is provided with the following outdoor wheelie bins: GREEN: Food Organics and Garden Organics (FOGO) waste - all food waste should be bagged in compostable bio-bags. PURPLE: Glass recyclables only YELLOW: All other recyclable plastic & paper items RED: Landfill - rubbish items should be bagged • Each house is also provided with a kitchen benchtap biowaste bin. All food/biowaste (including meats) can be placed in this bio-bagged bin. Tied-off bags are placed in the FOGO Green wheelie bin. • On departure from your stay, <u>wheelie bins are to be taken out</u> to the site's left hand side entrance and according to the Surf Coast Shire waste collection schedule notice on the fridge. • Waste is collected on Wednesday mornings, FOGO (green) each week, recyclables and landfill waste on alternate weeks, glass recyclables each month. • For midweek bookings, bins are to be taken out for collection on Tuesday nights. • Please <u>transfer bins to and from the street for the duration of your stay</u> and according to the schedule. If occupants at the site see that any bins are not in their correct position, please assist with correcting this.
FIREWOOD	<ul style="list-style-type: none"> • Firewood collected from the wood store or sourced commercially, is to be stored only within the tub next to the wood heater. • Firewood is to be chopped or broken only in the space next to the wood store, and when it is safe to do so.
REPORTS	<ul style="list-style-type: none"> • Any problems, major breakages or shortages of equipment are to be reported to the House Manager. • The Bookings Manager is to be contacted by email regarding issues that will impact future occupants. For problems requiring prompt action by the Club, the House Manager should be contacted by phone, or alternatively the Works and Bookings Managers. • Refer to the club's website member page for current contact details.
RECOMMENDED TRADESPEOPLE AND EMERGENCY SERVICES	<ul style="list-style-type: none"> • For emergency repairs, please use the following tradespersons: • Surf Coast Plumbing (Mick Boucher), Torquay, Ph: 0418 308 849 • A-Z Plumbing (Noel Foster), 94 Harvey St, Anglesea, 3230, Ph: 0414 360 150. AH5263 3480 • Totally Amped Electrical (Sean Hopgood, Jack), Factory 33,10 Cylinders Drive, Torquay, 3228, Ph: 0436 330 730; Jack 0437 034 108.

	<ul style="list-style-type: none">• DE Connections (Danny Vriens), electrician, 135 Addiscott Rd, Anglesea 3230, Ph: 0417 512 855.• Origin Energy Electricity power failure or faults, Ph: 132461• Barwon Water Emergency Service, Ph: 1300 656 007
SOURCES OF FIREWOOD	<ul style="list-style-type: none">• Firewood of an approved grade (not pine) is to be used in the wood fuel heaters. If the wood shed store is empty, local suppliers for wood and hardware items include:• Shell Service station/Coles Express, 107 Ocean Road, Anglesea• Aireys Gas Garden and Firewood, 73 Great Ocean Rd, Aireys Inlet, 3231, Ph: 5289 6178. <p>Combination lock number for the 'dry wood' shed storage is placed on each house fridge. Please leave this storage shed locked.</p>
SAND PIT	<ul style="list-style-type: none">• Sand pit is to be covered with protective cover when not in use.
PORTACOT	<ul style="list-style-type: none">• Carefully follow instructions on Portacot for assembly and disassembly.