

General guidelines for the weekly cleaning

Cleaning control

The cleaning must be carried out according to the schedule. Regardless of internal agreements about substituting each other, the person on the original schedule is responsible for the cleaning according to the schedule.

The caretakers check the cleaning every second Tuesday, between 8 am-10 am

Cleaning company

In case of insufficient cleaning a cleaning company will be ordered to do the job. Normally, the cleaning company will begin the cleaning in the first houses the following day.

Payment for insufficient cleaning...

The expense will be charged, with next month's rent, from the responsible resident, cf. the cleaning schedule.

Vacant rooms

The cleaning company will NOT be ordered (to fulfil the lack of cleaning) if the room on the cleaning schedule is not rented out.

Obligation

Remember that everybody - according the lease and the maintenance regulations - is **obliged** to take actively part in maintaining order and clean the common room, kitchen and staircase.

Complaints

If you experience problems with a fellow-resident who does not participate in the cleaning of the common areas, you have the possibility of complaining.

Please send the complaint to the caretaker (ravnshjerg@kollegiekontoret.dk) who will forward the complaint to the right authority. It is important that the complaint contains information about **who** you are issuing a complaint about. Furthermore, you must give examples on the lack of cleaning.

Additional information

In addition, see Ravnshjerg Kollegiet's own website for the cleaning schedule:
www.ravnshjergkollegiet.dk