1.

Welcome!

This handbook contains information about the cottage/apartment and tips for a successful holiday. Please take a look at the handbook at the beginning of your stay.

INCLUDED IN THE COTTAGE HANDBOOK:

- General instructions for guests
- Cleaning instructions: please read these even if cleaning is included in the price or if you have booked it as an extra service
- General instructions for sauna and fireplace use
- General instructions for using the gas stove
- Safety guide
- Everyone's rights

HAVE A GREAT HOLIDAY!

2.

General instructions for guests

1. The normal ambient temperature is around 20–22 °C. Please note that, when adjusting the underfloor heating, it takes at least 12 hours to reach the selected temperature. Do not place clothes or other items to dry on top of electric radiators, as this creates a fire hazard.

2. Hot water is limited, so please use it sparingly. In most of our accommodations, the water heats up during the night.

3. When the electric sauna is on, some of the heating may be cut off. Please turn off the sauna immediately after use and keep in mind that it may not be possible to have all of the electrical appliances in the apartment on at the same time. Do not pour scented oils, etc. on the sauna heater. Do not dry clothes in the sauna, as it is a fire hazard.

4. Do not put any hand dishwashing detergent in the dishwasher; only use detergent meant for dishwashers. Rinse all dishes before putting them in the dishwasher. Do not open the dishwasher in the middle of a wash cycle. Open the dishwasher valve before starting the dishwasher.

5. Open the dedicated washing machine tap before starting the washing machine.

6. Burn candles and outdoor candles on fireproof surfaces only. Empty and clean the barbecue properly. Please take care of fire safety.



Using the dishwasher
Open the dishwasher valve (a small lever, often connected to the tap), and close it when the cycle is finished.



Using the washing machine
Turn on the dedicated washing machine tap and use the washing machine as instructed. Turn off the tap at the end of the cycle.

2.

General instructions for guests

7. Smoking is strictly prohibited in all indoor areas.

8. Please remember to close all windows and doors after airing.

9. If you have moved any furniture, please put it back in its original place.

10. At lakeside cottages: after use, pull the rowing boat to shore or otherwise secure it properly. Put the oars into the boat. Bring the life jackets indoors. We recommend the use of life jackets when boating.

11. Notify the cottage caretaker if anything breaks during your stay. Agree on the compensation with the caretaker before you leave.

12. Please note that the accommodation booking does not include sheets, towels or final cleaning, unless otherwise agreed upon and stated in the booking confirmation. Sheets must be used; please contact the caretaker if you need to rent sheets.

Turn off the lights, close the windows and lock the doors when you leave. Leave the heating and ventilation settings as they were when you arrived (for example, do not turn off the heating, as this can cause the cottage to freeze in winter). Please contact the caretaker if you have any questions about the accommodation. If a piece of equipment breaks due to improper use, the customer is liable for compensation. Always ask if you are unsure how to use a piece of equipment.

3.

Cleaning instructions

Please note that the price of the accommodation does not include final cleaning, unless explicitly stated or separately agreed upon.

WHEN DOING THE FINAL CLEANING, PLEASE DO AT LEAST THE FOLLOWING:

- vacuum the floors and rugs and wipe the floors with a damp mop
- wash the dishes and put them away
- clean the kitchen sink, hob, oven, fridge, microwave and all tables and worktops
- wash the toilet and sinks
- wash the sauna and bathroom
- take the waste to the waste collection point, recycle where possible
- place any bottles and cans by the front door in a plastic bag or take them with you when you leave
- please also make sure that the yard area and barbecue and barbecue shelter are clean and tidy

If you want to enjoy your holiday to the full until the very end, you can ask the cottage caretaker about the availability of final cleaning. Please remember to ask about the availability of final cleaning well in advance — at least 24 hours before you leave! If you are staying with a pet in a pet-friendly accommodation, please clean up any pet hair indoors and any droppings in the yard.

IF THE PRICE OF THE ACCOMMODATION INCLUDES FINAL CLEANING OR YOU HAVE ORDERED IT AS AN EXTRA SERVICE, YOU MUST STILL DO THE FOLLOWING:

- wash your dishes and put them away
- take the waste to the waste collection point, recycle where possible
- place any bottles and cans by the front door in a plastic bag or take them with you when you leave
- if you have ordered sheets and towels as an extra service or they are included in the price, please leave the used sheets and towels stacked on the bed
- take away any food you have brought with you or put it in the waste bin

4.

Heating a wood-burning sauna

Before heating, check the sauna room. Make sure that there is no laundry or anything else on the heater and that the door and window are closed.

HEATING THE HEATER

1. If the heater has a water tank, fill it. The tank is intended for heating bath water, do not put any cleaning products in it.
2. Check that the heater's damper(s) are open.
3. Open any air vents (e.g. ash box door or other air intake).
4. Place clean, dry and relatively small pieces of firewood loosely in the firebox to allow air to flow freely. Place the kindling, i.e. a handful of small sticks of wood, birch bark or newspaper, on/under the firewood.
5. After the fire has started, you can close the air vents in the firebox if possible.
6. You can add more wood during the heating and sauna bathing if necessary to keep the temperature of the sauna and heater stones at the right level.
7. A comfortable sauna temperature is 65–80 °C.
8. Throw only water on the heater.

If you have any questions about using the heater, please contact the caretaker.

Opening the damper
Open the damper before lighting the fire. The damper is located in the flue. You must open the damper to avoid smoke and carbon monoxide poisoning. When the embers have gone out, close the damper.



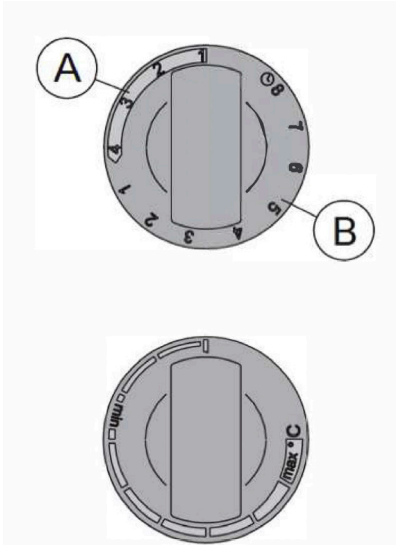
5.

Heating an electric sauna

Before heating, check the sauna room. Make sure that there is no laundry or anything else on the heater and that the door and window are closed.

HEATING THE HEATER
The heater is controlled by a timer:

0 position
The power is off, the heater is not heating up.



1–4-hour range (A)
The heating elements are switched on, the heater starts to heat up immediately and stays warm for the selected number of hours (h).

1–8-hour range (B)
A preselected time after which the heater will switch on. For example, if you select 4, the heater will turn on after four hours and stay warm for four hours unless it is manually switched off earlier.

Turn the thermostat switch to set the desired temperature. Experiment to find the right level for you. Start with the maximum position of the control range. If the temperature gets too high during your bathing session, turn the switch slightly counterclockwise. Please note that even a small adjustment can cause a noticeable temperature change. A comfortable sauna temperature is 65–80 °C.

Electric radiators in the cottage/apartment may turn themselves off while the sauna is being heated. Please turn off the heater immediately after use so that the electric radiators turn on again.

THROWING WATER ON THE HEATER
The air in the sauna becomes dry when the sauna is heated. It is therefore necessary to increase the humidity by throwing water on the heater stones. Experiment to find the right temperature and humidity for you. Throw only water on the heater.

SWITCHING OFF THE HEATER
Turn the timer switch counterclockwise to the 0 position.

6.

Lighting a fireplace or other fire

1. If the extractor hood is on, turn it off.
2. Open the damper(s).
3. Open any air vents (e.g. ash box door or other air intake).
4. Place clean, dry and relatively small pieces of firewood in the firebox in an airy manner horizontally or vertically.
5. Place the kindling, i.e. a handful of small sticks of wood, birch bark or newspaper, on/under the firewood.
6. Light the fire.
7. After the fire has started, you can close the air vents if possible. In the second batch, you can use larger pieces of wood than in the first one.
8. Do not close the damper(s) until the embers in the firebox are no longer glowing.
9. Please do not split the wood in front of the fireplace. Instead, do it in the woodshed on a chopping block, for example. Chopping wood in front of the fireplace can damage the flooring. If you have any questions about using the fireplace, please contact the caretaker.



Using the fireplace
Open the damper before lighting the fire. The damper is located in the flue. You must open the damper to avoid smoke and carbon monoxide poisoning. When the embers have gone out, close the damper.

GAS STOVE USER MANUAL

1. Open the gas cylinder valve.
2. Press the gas stove regulator and turn it to the left (keeping it pressed down).
3. Ignite.
4. Keep the regulator pressed down for about 15 seconds to allow the safety switch to warm up.
5. When you are done cooking, turn off and clean the stove.
6. Turn off the gas cylinder valve for the night and at the end of the rental period.

7.

GENERAL EMERGENCY NUMBER 112

Safety guide

IMPORTANT INFORMATION ABOUT THE ACCOMMODATION

PLEASE NOTE: The address and coordinates are provided in the plastic sleeve on the cover.

Please familiarise yourself with the cottage handbook and take note of eg. the following
- smoke detectors
- fire-extinguishing equipment
- escape routes
- equipment operating instructions

MAKING AN EMERGENCY CALL

Tell the operator who is calling
- Name and phone number

What has happened
- Personal injury, fire, water damage, other incident
- Is there any special danger?

Exact address: municipality and street address
- Map coordinates if necessary
- Directions, guidance

Answer the operator's questions
- Do not end the call before you get permission

Always call 112
When a person's safety or property is in immediate danger

FIRE

If the smoke detector sounds an alarm or you detect smoke
- Locate the fire
- Assess the situation and decide on measures
- Divide duties among everyone present

Save
- Those in immediate danger

Extinguish
- Fire blanket, possibly a hand-held extinguisher
- Water container (do not touch wet electrical equipment if you extinguished the fire with water)

Make an emergency call to 112
- Also report an extinguished fire

Contain
- Close all doors, windows and hatches on your way out

Exit
- Take note of exits and escape routes so that you can use them if necessary

Guide
- Rescue personnel / ambulance to the scene

ACCIDENT OR MEDICAL EMERGENCY

Examine the patient
- Are they breathing? Listen next to their mouth, feel with your hand
- Open any tight clothes, arrange for fresh air
- Is the patient able to communicate?
- Are there any injuries?

Call
- Make an emergency call to 112
- Call from the patient's side and let them talk if possible

Start first aid as needed
- According to the operator's instructions

Keep the patient calm and do not leave them alone

8.

Everyone's rights

Everyone's rights refer to the right of everyone staying in Finland to access nature, regardless of who owns or occupies the land. You do not need to ask the landowner's permission or pay a fee to enjoy everyone's rights. However, the exercise of everyone's rights must not cause any harm or disturbance. Everyone's rights are a generally accepted custom in Finland, based on various laws. Everyone's rights also apply to foreigners.

Everyone's rights IN A NUTSHELL

You may:

- Walk, ski or cycle in nature, except in people's yards, or in fields, meadows or plantations that could be damaged by it
- Temporarily stay in areas where movement is allowed — for example, you can camp relatively freely, as long as you keep a sufficient distance from people's homes
- Pick wild berries, mushrooms and flowers
- Angle and ice fish
- Boat, swim and bathe in bodies of water and walk on ice
- Please respect your neighbour's privacy by staying at least 100 m away from their cottage, yard, beach, sauna and pier.

You may not:

- Create a disturbance or inconvenience to others
- Disturb or damage bird nests and their young
- Disturb reindeer or game animals
- Cut down or damage growing trees or collect pieces of dried-up or fallen trees, subshrubs, moss, etc. from someone else's land
- Make an open fire on someone else's land, except in an emergency
- Disturb people's privacy and peace, for example by camping too close to dwellings or making noise (100 m)
- Litter
- Drive motor vehicles off-road without the landowner's permission
- Fish or hunt without the relevant permits
- Touch marked fish traps

9.



Contact information

Tel. 0306 502 502
(Open: Mon–Fri 9 am – 4 pm, Sat 10 am – 5 pm)

sales@lomarengas.fi

lomarengas.fi