

[Address of house]: Guide for Guests

Nau mai, haere mai! Welcome! We are very pleased you are here.

This is our family home, and we hope you enjoy a comfortable stay in it. You are welcome to use everything in the house.

Important Contacts

Emergencies: 111

Alarm Company: Recon 04 xxx xxxx

Reaching us in an emergency: xxx xxx xxx

When we are not in Wellington, we are usually in Thailand. We are generally available by email, so if you have questions when you first arrive, you are usually best to send a message to:

xxxxxx@gmail.com

Usually all questions are answered in this document, too.

Getting In

The house is [address]. Park on the street, and come up the steep path to the back section.

When you get to the top of the path, the front door is straight ahead, along the verandah. Before you step onto the verandah, turn left, and enter the house through the laundry door, which is just a few steps away, before the washing line.

The combination on the laundry door is xxxxxx. Once you are in, you will find house keys on the keyhook beside the main front door (that opens onto the verandah at the top of the path).

(When you close the laundry door behind you, please give it a good push to make sure it has closed and locked.)

Checking Out

Please make sure the heater is turned to 0 (leave it turned on at the wall), leave the keys on the keyhook beside the front door and close the door behind you.

Wifi

Please enjoy the wireless internet. Our system is called [Name] and the password is xxxxxxxx. Or you can use the Push Button Connect function on

the black modem unit in the lounge. On the modem, there is also a plug for an Ethernet cable if you don't want to use the wifi.

Food and Groceries

Please help yourself to hot drinks with our compliments.

Please help yourself to what you need for cooking. Use whatever spices and condiments you need – there's no sense in buying a big bottle of vinegar or a whole packet of cumin when you're on holiday!

As for other groceries, feel free to help yourself to anything you need and replace it as you go. There are two inexpensive supermarkets in Kilbirnie, a Pak 'n' Save and a Countdown, about 1.5km from the house, along with a Commonsense Organics grocery shop (and plenty of other shops). There is also a Four Square (a small grocery shop) in Hataitai Village.

There is a larger and more fancy supermarket, a New World, in Chaffers St at the end of Oriental Parade, about five minutes' drive away. You should be able to get just about anything there.

Recycling and rubbish

If you could please put glass in the **small green recycling tub** by the clothesline, and all other recycling (not separated or bagged) in the **large yellow-topped recycling bin** by the clothesline, that would be great!

The recycling and rubbish are both collected on Friday morning. You don't need to do anything about that! A neighbour may come and take it out on Thursday night.

If, however, you are staying for a while and *want* to participate, you are most welcome to put out rubbish (in a yellow council bag, supplied in the outside rubbish bin by the clothesline, with spares under the kitchen sink) and recycling on Thursday night/early Friday morning if you want to.

The recycling system in Wellington alternates collecting glass one week and everything else (paper, cardboard, plastic, tins) the other week.

Just put the tied-up yellow bag and whichever recycling bin (glass or other) you see all the neighbours putting out on the footpath beside the road. But no pressure! That's just information in case you want it.

Alarm

Please don't use the alarm.

Heater

The big gas heater in the lounge looks intimidating but is easy to use. Basically, you press no buttons or switches at all, and just control it with the dial.

To turn the heater on:

1. Pull open the front cover.
2. The knob with numbers 0-7 controls the amount of heat. When 0 is facing down, the heater is off.
3. To turn it on, just turn the knob anticlockwise. On a really cold night, we usually find that turning it until the 5 is facing down is about right, but feel free to experiment.
4. You can adjust how much of the heat goes into the lounge and how much into the hallway by moving the black 'Air Outlet Control' lever back and forth. When it is at the right end, the heat comes only into the lounge. When it is at the left end, the heat all goes into the hallway and the rest of the house. In the middle is half and half.
5. To turn the heater off, turn the knob clockwise so the 0 is facing down again.
6. Please **do not turn the heater off at the wall** or press any other buttons.

If the heater has been turned off at the wall for any reason, you'll need to ignite the gas afresh (full instructions are also printed on the heater on the control panel):

1. Turn the heater on at the wall.
2. Hold down the button on the right of the panel that has a lightning sign on it
3. Press the black ignition button, hard, a few times. If it's been off for a while this may take 30 seconds of pressing.
4. The heater is ready when the blue pilot light shows through the little glass window.

Bedrooms

There are electric blankets on the beds in two bedrooms, but not in the child's bedroom. If you would like to, you are welcome to use the hot water bottles at the top of the linen cupboard by the bathroom.

There are also extra blankets and duvets in the other linen cupboard beside the laundry. Please help yourself – we want you to be warm!

There is a small portacot under the bed in the room closest to the road. It is a [Phil & Ted's Traveller](#).

Security Light

The outside security light by the verandah is very sensitive and sometimes goes on in the middle of the night – if, for instance, a cat goes past. If this

might wake someone in the child's bedroom, you can turn the light off beside the front door.

If the light is already on when you turn the switch off, it won't turn off immediately, but it will eventually, and then shouldn't be activated later on.

Laundry

You are welcome to use the washing machine and clothesline, drying racks or dryer.

The washing machine is an old faithful. It only does a cold (or at a pinch, warm) wash, but that gives good results with the Persil detergent that is supplied.

You are also welcome to use soapnuts instead if you are used to them.

1. Put clothes in the machine
2. Pour a scoop of washing powder over the clothes (or under them).
3. Close the lid
4. Press POWER
5. Choose the water level, depending on how big the load is
6. Choose the water temperature – cold or warm only. The hot water feed is so slow that the load will take several hours to fill if you put the cycle on hot, and the machine may overheat! So please stick to cold (or warm if you're not in a hurry).
7. Optional: advance the cycle if things aren't too dirty, for a faster wash.
8. Press START

Dishwasher

Please feel free to use the dishdrawers in the kitchen. They're pretty straightforward.

The top one does a better job than the bottom one, so you may like to stick to using the top – it's up to you.

They both work the same way.

1. Put dishwashing powder (kept in the cupboard under the sink) in the little drawer on the front-left (as you stand facing the bench). Powder goes in the right-hand half of the drawer.
2. If a black key sign is showing on the display, the controls are locked (great for when there are small people around!). To lock or unlock, press the key button for five seconds, until the sign stops flashing.
3. Control the cycle by using the touch-buttons on the inside left. We find 'normal' is usually fine if the dishes are rinsed, or 'heavy duty' otherwise.

4. Close the dishdrawer.
5. Press the start button on the outside.

The oven

To turn the oven on, use the tip of your finger (or some cutlery!) to press the on/off button which is slightly recessed.

Adjust temperature with the up and down arrows.

Books and toys

Please feel free to make use of books and toys.

Kids are welcome to play with any toys that are in view (we may box a few special items up and put them out of sight).

Of course we'd appreciate everyone treating things with appropriate care, but toys are made to be played with and we're not too precious about reasonable wear and tear. Please just let us know about any breakages.

Linen

All the sheets and towels you'll need are supplied, and we'll leave it to you to change and wash them as often (or seldom!) as you like during your stay. We'll arrange for them to be washed after you leave.

The towels and face-cloths are all in the linen cupboard beside the bathroom. Use as many as you like. There are also a few beach towels, which you're welcome to take to the pool or beach.

Kids can use any towels they like. There are some child-sized beach towels that you are welcome to use as bath towels if they appeal.

Spare sheets are in the linen cupboard between the laundry and the back bedroom. All the Super King sheets are white, and all the Queen sheets are cream or coloured.

The single squab mattress and the travelcot live under the bed in the back room or the master bedroom. The duvet for the mattress is dark blue and in the linen cupboard. The sheets for it are at the top left of the linen cupboard between the back room and the laundry.

Home Theatre System

You can make use of the home theatre system, DVDs and CDs as much as you like. We do not have a television signal in our house, however.

Smoking

There is no smoking anywhere on the property. We have asthma and allergies in our family and this is particularly important for us.

Cleaning

The cleaning fee that you have already paid means that a cleaner will come after you depart and do most things (dusting, mopping, vacuuming, cleaning the bathroom, etc) including washing the bed-linen.

We would appreciate it if you could please leave the house tidy, putting away books and toys and washing dishes you have used. Thanks!

In the area

There are two sets of shops and community facilities nearby: Greta Point (down the hill) and Hataitai Village.

Greta Point:

At Greta Point there are tennis and basketball courts, picnic areas, a beach (including changing rooms and toilets) and pier. Feel free to use our tennis racquets.

We are regulars at Greta Point Café. If you pop in, say hi the owners, Andy and Tina, from our toddler James! It's closed on Mondays, as is the lovely Moroccan restaurant Marrakech just a little further up the road.

There's also a sheepskin warehouse next to the café that's worth a look for wool and fur products.

Hataitai Village:

At the intersection of Waitoa Road, Moxham Avenue and Hataitai Road is a cluster of shops and restaurants.

Food:

Crazy Rabbit Café
Coolsville Trading Post Café
Bellagio Café
Nakhon Thai restaurant (also does takeaways)
Indian restaurant
Indian takeaway
Chinese takeaway
Bakery
Fish and chip shop
Burger Wisconsin
Burger Fuel
Hell Pizza
Realm pub and adjoining restaurant (at the rear)

Realm off-license (to buy alcoholic drinks to take home)
Asian food supplies (a little further up the hill from the other shops, on Waitoa Rd opposite Waipapa Rd)
Four Square grocery shop
Dairy/Corner shop

Other:

Chemist/pharmacy (with postal services included)
Doctor
Hairdresser
Shoe shop

If you want to go out for dinner, Nakhon Thai and Marrakech are the best local restaurants. Otherwise you can head into the city for almost infinite options.