

Apartment Manual

(This document is still being compiled)

The aim of this manual is to provide you with basic information about the apartment facilities.

We would like you to make use of any of the facilities provided and we would like to make sure your stay is comfortable and stress-free.

Taking time to consult this manual before using the appliances not familiar to you, should resolve any issues that could appear as a problem.

If in doubt about anything to do with the apartment, we would prefer you to call or text us on the following numbers so we can resolve it for you:

Home telephone: 0044 (0)1527 874784

Mobile: 0044 (0)7846006409

If you have to leave a message, we will get back to you as soon as we are able.

Reporting problems:

Please do not delay in reporting problems with water, electricity and security of the premises. Any problem perceived to be harmful to persons or property; we will take corrective action immediately.

Electricity Supply

Turning on the supply

The electricity consumer unit is located on the wall near the bathroom. Open the front cover to expose the consumer unit. The consumer unit is on the right hand side. Turn on the supply with the main switch. The 'red' position is 'on' as shown in the photograph above.

Resetting the RCCB

If an earth fault be detected in any appliance connected to the mains sockets, the RCCB will trip and switch off the electricity supply. The faulty device must be disconnected from the mains (or the leakage fault corrected if a wiring fault). The RCCB should be reset.

Resetting the circuit breakers

If any circuit is overloaded, the circuit breaker will trip cutting off the supply to the circuit. The relevant breaker in the consumer unit should be reset by switching it back to the 'on' position.

The Electricity Meter Room

This is on the left hand side outside as you enter Block A

Electricity Meter

You will be able to locate easily the electricity meter to take a note of the readings

Electricity Master Switch

There is a master switch located near to the electricity meter. In the event of a loss of electricity to the apartment you might need to reset the switch if there is electricity to other apartments in the block.

Water Supply

Access to the water tanks is at the top of the stairs and through the door on your left

Master on/off tap

This is located on the roof next to the water meter.

Water Meter

This is located on the roof next to the main isolating valve.

Cold water tank

This holds an ample supply of water to overcome any short interruptions to the water supply external to the resort. There is a stop valve at the outlet of the tank to turn off the water to the apartment in the case of an emergency

Hot water tank

Hot water is obtained from the solar panels situated below the tanks. The tank also contains an immersion heater which can be switched on in the apartment.

There is a stop valve at the outlet of the tank should the water need to be cut off in the case of an emergency.

Fresh water

This is available from the kitchen tap. The small lever at the base of the tap unit controls the fresh water supply.

Toilet

There is an isolating valve close to the toilet. Should the ballcock in the toilet stick and water continually overflows into the toilet you can turn of the water at the isolating valve.

Kitchen Taps

The hot and cold water taps have isolating taps located under the sink.

Kitchen Appliances

Electric hob

Electric oven

Extractor unit

Microwave Cooker

There is an operator's manual to assist you with operation of the microwave if you have

Electric Toaster

Fridge

Kettle

Bathroom

The Shower

GENERAL RULES OF RESIDENCE.

- (a)** All areas and parts of common ownership and/or common use or of joint ownership use must at all times remain free from obstruction and no articles of any nature whatsoever shall be placed or left thereon.
- (b)** For the purpose of hanging washing, Occupants must use clothes-horses or a washing line discreetly placed so as not to cause unsightliness. All Occupants should refrain from hanging washing from any balcony, veranda, roof, railing, door or window.
- (c)** All rubbish should be securely tied in strong plastic dustbin bags and placed in the receptacles provided in the designated common areas. No rubbish should be left in any other area.
- (d)** The Occupants shall not pick or allow children, licensees, or lessees to pick flowers or other cultivated plants from common grounds and gardens.
- (e)** The Occupants shall in the interest of safety not allow young children to play on any roof or road of the development.
- (f)** The Occupants shall in the course of using any common uncovered parking space within the Estate, ensure that there is no leak of engine oil, which may stain the parking area.
- (g)** The Occupants are forbidden to throw into lavatories, drains, or sewers solid articles such as broken china or glass, food scraps, disposable nappies and in general, articles or refuse which would clog the said lavatories, drains or sewers or pollute the atmosphere or from which there might be emitted, flammable or dangerous fumes or pour into the drains or pipes anything which may possibly cause damage to the above.
- (h)** The Occupants may keep domestic pets such as dogs, cats or birds in their properties, provided that such animals do not create a nuisance or disturbance or endanger the life and safety of other residents in the Estate. Provided further that the Management Committee shall have the right to require any Property Owner/Occupier to remove such animal from the development if the animal creates a nuisance or disturbance or endangers the safety of other residents.
- (i)** The Occupants undertake not to cause any disturbance or nuisance and/or commit any act which may affect the peaceful enjoyment of the Estate by other Occupants and the Management Committee, elected under this Agreement, shall have the right to take any such steps as it shall consider absolutely necessary so as to restore the peaceful and quiet atmosphere of the Estate

Your co-operation in complying with these rules for the convenience to all other residents will be appreciated.

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