

INSTRUCTIONS ACCESS SYSTEM/WITHOUT RECEPTION

Dear guests,

our house has no reception, you can check in from 15:00 pm flexible with us. One day before your arrival you will receive a 6 or 7 digit key code by e-mail. So you will get access to our house. How to use:

ENTRANCE

Step 1:

Enter the 6 or 7 digit key code and press the # to confirm.
Please press the keys firmly.



Step 2:

The lock opens automatically.
You only have to push the door to open.

ROOM

Step 1:

Enter the 6 or 7 digit key code and press the # to confirm.



Step 2:

The lock opens and you can use the
handle to open the door.

CELLAR

Step 1:

Enter the 6 or 7 digit key code and press the # to confirm.



Step 2:

The lock opens and you can use the
handle to open the door.

USEFUL INFORMATION



Housekeeping:

The rooms are cleaned daily from 11:00 am to 3:00 pm.

If you want new towels, just put them on the floor. If you want to use the towels again, please hang them on the hook or on the radiator.

In the holiday apartment, cleaning is not carried out daily, but only after moving out.

If you have booked a longer stay with us, an intermediate cleaning can be requested on request if required. The towels are changed every third day.

If you do not want to be disturbed during your stay, you will find a sign on your doorknob that reads "Do not disturb". Simply hang this on your doorknob so that we know.

WLAN/WIFI:

In our house you have free Wi-Fi.

In your room is a small display with the most important information for you. There you will find the password to log into the WLAN/WIFI „Altes Amtshaus“.

Night's rest:

The night's rest in our house is from **11:00 pm to 06:00 am**. We ask you to consider this.

Bicycle storage:

If you brought your own bicycles on holiday, you can deposit them in basement. On the stairs down to the basement you will find a ramp to get your bikes easily and quickly in and out of it.

There is also the opportunity to charge your e-bikes for free.

Further information and pictures of the bicycle storage and the two „ramps“ or guide rails can be found on our website: [bicycle](#)

The ramps are covered with an „anti-slip tape“, so you can push up your e-bikes with the „sliding function“ of the ramp.

Our service number:

You can contact us daily from **08:00 am to 10:00 pm** by telephone number **+49 28 64/80 49 400**.

Check-In: from 3:00 pm

Check-in is possible from 3:00 pm.

Check-out:

The guest rooms and the apartment should be left until 11:00 am on the day of departure.