

For new tenants

You have received the keys for your room, a copy of a list of defects, and a resident information folder containing practical information about your new hall of residence.

We welcome you and hope you will have a pleasant stay.

BEFORE you move in, we urge you to check your room for defects, **not** mentioned on the list of defects.

If you find defects missing on the list, please notify the caretaker(varmemesteren) in writing

No later than 14 days after you move in

Use the bottom of this paper. If you do not notify the caretaker, you will be held responsible, when you move out.

Please notify the caretaker(varmemesteren) too, if defects are not taken care of within 14 days.

Best regards

KOLLEGIEKONTORET

✂.....

NAME _____

HALL OF RESIDENCE _____ ROOM NO. _____

I have the following observations concerning my room:

Date: _____

Sign.