Accommodation management:
How to make the best of your apartment & safe money!
Points to consider

• **Why** does this concern me?
• General Points
• **Mold!**
  a) How to recognize it
  b) Why you should be concerned by it
  c) How to avoid it
  d) What to do when confronted by it
• How do I **avoid additional costs**?
• **Tips** for cleaning your apartment, bathroom and kitchen
• Basic **cleaning detergents and utensils**
Why does this concern me?

- the landlady/landlord decides based on the state of the apartment at the end of your stay if you get your full deposit back
- Keep your utilities bill to a minimum
- To protect your health
- Keep your neighbours, landlady/landlord happy
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General Points

✔ Understand all points in your **rental contract**
  • cancellation regulations
  • payment regulations
  • additional costs (water and heating)

✔ Make sure you know what you may make **changes to in your room/apartment** (eg. new wallpaint)

✔ Take **photos of the apartment/room** before you move in as proof of the state of the property beforehand

✔ Keep **noise to a minimum** (this includes conversational noise) between 10:00pm and 07:00am
Mold → Expensive & harmful to health!
Mold!

a) How to Recognize it

• Mildew and mold form where there is **excessive water, poor ventilation** and no direct sunlight
• It can grow on the walls, in furniture, in fabrics (dirty laundry), mattresses
• Dark red to dark green in colour
• Musty, **damp smell**
• It forms e.g. in **corners**, and window frames

b) Why you Should be Concerned by it

• Mold is a **health hazard**
• Mold could cost you your **deposit** as well as a very **large repairs bill** which you may responsible for
Mold!

c) How to Avoid it

• Sufficient and daily **airing** of your living space
  ✓ **Open** your windows **FULLY** (not tilted) for 5-10 minutes in the mornings and evenings - even in winter.
  ✓ Repeat this after **cooking** and **showering**.

• **Wipe down the walls** after a shower to remove excess water droplets

• Keep the inside temperature warm enough (daytime: 21ºC, nighttime:17ºC)

d) What to do when confronted with it

• Contact your **landlady/landlord** immediately
How do I avoid additional costs?

- Be aware of heating and water costs! This may or may not be included in your contract. This will be stated in your rental agreement:
  - **NOTE:** If you exceed your electricity/water/gas costs, your landlord/landlady or STAWAG has the right to increase your utilities bill.

- **Water**
  - ✓ Wash dishes properly in a sink of water (not under running water) to avoid excessive usage

- **Electricity / Gas**
  - ✓ Turn the heating down (to level 1 or 2) when leaving the house in winter
  - ✓ Avoid excessive energy use: Moderate heating (2 - 3) will suffice during the day in winter
  - ✓ The additional use of electric heaters as well as irresponsible use of electric appliances are very costly!
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Tips for cleaning your apartment

- Create a cleaning schedule together with your flatmates (and stick to it)
- Use suitable cleaning detergents and hot water

Daily Chores
- Dishes, kitchen apparatus and cooking/eating surfaces
- Kitchen floor and other areas that you use often
- Wipe down your bathroom walls daily after showering

Weekly Chores
- Bathroom: toilet, shower/bath, sink, mirrors and bathroom floor
- Take the trash out regularly, to the applicable collection bin
- Laundry
Your Kitchen

- Make sure to turn the taps off properly – save water costs
- **Wipe down the surfaces** after each use
- Clean the oven once a month
- Do not rinse **large food particles** down the drain – there is the risk that the pipes become blocked.
- **Defrost the freezer** once every three months to avoid excessive ice building
- **Wipe down the fridge** completely once a month to avoid the build up of health hazards - and through away any food items that are passed their sell-by date
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Your Bathroom

Apart from ventilation and keeping it clean, note the following:

• Do not flush anything other than toilet paper (food/sanitary items/paper towels etc.) down the toilet
• Do flush after each use
• Do use the toilet brush if you see anything other than water and white porcelain after flushing
• Do not use the basin for major washing and drying
Basic Cleaning Utensils

- Spülschwamm (Sponge)
- Lappen (Rags)
- Handtücher (Kitchen Towels)
- Eimer (Bucket)
- Toilettenbürste (Toilet Brush)
- Wisch-Mopp (Mop)
- Staubsauger (Vacuum Cleaner)
- Besen (Broom)
Cleaning detergents

WC Reinigung/Toilet Cleaner

Allesreiniger/All-purpose-cleaner. A few drops in a bucket of hot water to wash the floors.

Bad Reinigung/Sink and Bath Tub Cleaner

Colourwaschmittel/Washing Powder. Best is to wash coloured clothes at 30°/40° C and underwear/towels/sheets at 60°. Notice also the washing instruction inside your clothes.

Spülmittel/Dishwashing Liquid. Can also be used to the stove.

These items may be found at every supermarket (Rewe/Kaufland) or drugstore (dm/Rossman)
Please see the following links for additional tips to keeping your apartment in top condition

- How to cure damp and mold in the bathroom: https://www.youtube.com/watch?v=un2op763nIY

- Hacks for general cleaning: https://www.youtube.com/watch?v=tuFk36hyWSk

Should you have any **specific queries or problems**, don't hesitate to contact us:
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Sources

- https://plus.google.com/+PreventivofacileIt/posts/GJbj31x4kcp
- https://www.youtube.com/watch?v=un2op763nIY