

# 18 Mulvaney Way House Manual

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## SAFETY

### SMOKING AND CANDLES

The flat is strictly **No SMOKING**. Also, **No CANDLES**, nor any **NAKED FLAME**.

### ALARMS

There is a **Heat Alarm** in the kitchen. This will sound if there is a fire in the kitchen, even if there is no smoke.

There is a **Smoke Alarm** in each hall, downstairs and upstairs, and also in each room apart from the kitchen.

All of the alarms are linked electronically, so if one detects smoke or too much heat, all will sound an alarm.

There is no Carbon Monoxide detector as there is no gas in the apartment, and no heaters or boilers that could generate carbon monoxide.

All have been fitted with new batteries, and are guaranteed to last for 10 years until 2028.

### FIRE EXTINGUISHER AND FIRE BLANKET

The Fire Extinguisher is by the front door, and the Fire Blanket is in the kitchen on top of the microwave. You should familiarise yourself with their location.

### FRONT DOOR AND SECURITY

There are two mortice locks at the top and bottom (the big keys, the top with a striped marker), and a night latch in the middle. The mortice locks should be locked if there is nobody at home, and at night.

You should make sure to lock the mortice locks if you are going to leave the flat empty, or last thing at night.

You should also make sure that the windows are shut.

**DO NOT** leave the key in the lock – that means that nobody can get into the flat from the outside.

There is a **SPARE SET OF KEYS** in the tin by the front door. This is a safety precaution, in case you should find yourself in the flat without keys, when somebody else has locked it from the outside. These keys should

**NEVER LEAVE THE FLAT.**

### HOB AND COOKER

Turn these off using the **RED SWITCH** by the wall when you are not using them.

### IN AN EMERGENCY

Call **999** in the case of fire, personal attack or accident requiring urgent treatment or an ambulance.

The nearest Accident and Emergency department is:

**ST THOMAS' HOSPITAL, WESTMINSTER BRIDGE RD, LAMBETH, LONDON SE1 7EH**

## GENERAL

### POT PLANTS

Please **water the two pot plants** in the living room **once every week**.

### PERSONAL BELONGINGS

Your personal belongings are **not** covered by our insurance.

### WiFi

Network: **TNCAP8EF755**

Password: **AC6070AE21**

All upper case and the "0" are zeroes.

## WINDOWS

These are fairly easy to use, a rotation of 90 degrees either closes (handle down), partly opens (handle horizontal) or fully opens (handle up). Always CLOSE the window before changing the handle position.

## RADIATORS AND HEATING

To turn on, rotate the valve on the bottom left hand corner anti-clockwise, and clockwise to turn off. You will probably want to keep the upstairs radiators off, as it gets rather warm.

Please keep the radiator **off** at all times in the small bedroom, as it is too close to the bed for comfort. If you are cold, we will move the bed.

## SHOWER

To use the shower, turn the outer ring anti-clockwise to turn on and increase the pressure. The small inner knob is for the temperature. When you first turn it on, leave the temperature gauge on 6 and slowly move it to a higher number once the pressure has picked up. You can tell once it is running at full flow as the sound will not be as high pitched!

## WASHING MACHINE

Please do not over-fill. Use powder or liquid soap, and conditioner – nothing else. Do **not** use paper strips which claim to absorb colours – they clog the machine. Wash whites and coloureds separately!

## RECYCLING

Please try to recycle whenever possible. The recycle bag is under the stairs by the front door. Paper, plastic and metal can be placed in the bag.

## HOB AND COOKER

The hob is an induction hob so press and hold the power button on the left hand corner until it clicks/makes a sound and press "+" on the corresponding hob. Press and hold the power button once more to turn off.

**When you switch the oven on, press the clock icon on the left** – the clock will then show 12:00. If you do not do this, the oven will not work! You do not have to set the exact time unless you want to.

**Pots and pans** are on the kitchen counter (left of the cooker) or below in the cupboard (left of the oven) Cutlery is in the drawer right of the kitchen sink. Guests are welcome store food in the fridge/freezer.

## VACUUM CLEANER

The tube holding the main brush is a very tight fit. You will have to tug hard to take it out when you use other attachments. Make sure to turn and twist it tightly when you replace it, otherwise it will keep falling out!

## IMPORTANT

Please be aware that people live on both sides, and below. Therefore, please keep noise levels down, especially after 10.30 at night.

## IF YOU HAVE PROBLEMS

Do not try to fix things yourself – give us a call, or send an email. We are happy for you to call us, even if you think it is not that important!

## CONTACT DETAILS

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## THE ADDRESS

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