

Residence Handbook Tåsingegade

House rules for Tåsingegade

If you are staying at Tåsingegade Kollegiet it is mandatory to read the [house rules](#).

The residents must always show consideration for fellow residents and especially demands for peace and quiet during study periods and the night must be respected. Any complaint over noise must be respected the first time. Noise (e.g. music) should be limited from 11pm.

With regards to general silence in building the shower is not to be used between 11pm and 6am.

All residents are responsible to contribute to cleaning the common areas e.g. kitchen, common rooms, outdoor areas, hallways.

The tenants and their guest do not have the right to use the garden.

Locked yourself out

If your RA or the Housing Foundation Inspector is available at Tåsingegade Kollegiet they can help you opening your room door. The price for getting help is DKK 300 between 16:00-08:00. If help at your residence is not available, contact the Housing Foundation office during office hours. Be aware that if you lock yourself out more than once in a 14 days period a fee of DKK 300 will be charged every time if the RA or Housing Foundation Inspector opens your door.

For emergency lock out please read [here](#).

If your key is permanently lost - Contact the Housing Foundation office.

Laundry

Laundry facilities are available in the building. Laundry is not included in the rent but should be paid separately.

Go into the laundry room and load your card. Press 'my account' and see what the user number and password is. When you go online at www.saniva.dk you can log in with these details. If you wish to, you can change the password following. In your account you can add money on your laundry card with a credit card.

Here you can find the more detailed [guide to the laundry system and who to call in case of problems](#).

When you are getting ready to leave Copenhagen, write to vaskekort@saniva.dk to find out how to get unspent credit back.

Internet Connection and TV

An internet connection is available in each room. The UCPH does not provide you with a TV. Internet is included in your rent.

If you are having connection issues, please email the housing foundation for your DSL number and contact instructions. Once you have these, you must **always** contact the Telenor Support Center if you experience problems with your internet connection - the UCPH Housing Foundation does not have an IT department and cannot assist you in this matter. *Telenor Support Center: 72 12 00 00*

By Danish law, everyone who has an internet connection must pay media license. This expense is not included in your rent.

Mail pick-up

Please put your name in the designated area on your door and in particular on your mailbox, otherwise you will not receive your mail. Please read about your options when receiving mail [here](#).

Waste and recycling

There is a trash chute in each end of the hallways, it is very important that they be used. If you have garbage that does not fit into the chute, you must leave this in the garbage shed, which is located outside the building by the parking entrance. It is a wooden door to which you must use your main key. You may under no circumstances dispose of any glass/bottles, chemicals, fluids of any kind, poisons, cardboard, pizza boxes, wood, metal and non-burnable material down the garbage shoots. No garbage should be placed in the hallways, stairwells, or in the basement of the building; **your deposit will be reduced if the inspector needs to remove garbage on your behalf.**

The floors

The floors in your rooms are hardwood floors and they do not sustain water well. It is important that you do not spill liquids onto the floor without quickly cleaning it up again. It is also a good idea to leave a cloth or towel on the floor when you exit from a shower. If the floors are damaged due to mistreatment it may result in costs well over DKK 5.000 to have the boards changed. These costs will be charged to you; therefore, do notify the UCPH Housing Foundation immediately if you experience problems with the floors. Early repairs might save money.

Important: Please do NOT turn off the fridge upon move-out as this may result in water damages to the floor.

Bikes

If you have a bicycle, you must make sure to park it in the designated racks in the courtyard.

Cleaning supplies

Cleaning supplies are located in the common room.

Parking

The UCHF does not provide parking spaces in any of our residences. Parking is available in the surrounding streets. A parking permit is required. However, parking in Copenhagen is very expensive and the UCHF does not recommend you bring a car.

Smoking policy in the Residence

Smoking is not allowed in any of the residences offered by the UCHF. However, there may be other rules applying for your neighbors if they didn't rent through the UCHF.

Power Outage - IMPORTANT

In case of a power outage please read [these instructions](#).

Residence Assistants Tåsingevej

The Resident Assistant at Tåsingevej is Buster Kirchner

- Room: 227
- Contact: housingtasingevaj@gmail.com

The Residence Assistant (RA) can help you with practical building matters like internet, mail, laundry card, keys etc. Please note the RA is not an inspector (see below).

Contact the inspector

If you experience any practical problems in your building please contact the inspector, Flemming during phone hours on Mondays and Thursdays between 9 and 11. His telephone number is +45 5022 0324 and e-mail faf_dk@live.com.

Please be aware that his office hours are on Mondays and Thursdays between 9:00 and 16:00.

Please add a picture indicating the issue, in case you send an email.