



# Kihilla

## CHRISTIAN CENTRE

### CONDITIONS OF USE

#### 1. GENERAL

- Please ensure that all guests are familiar with the site rules and emergency procedures
- Please ensure there is adequate supervision in place and identified 'out of bounds' areas are respected by guests. The garage, community gardens and beehives are out of bounds for guests. The open grass area on the South side of the buildings is available for all guests to use. The immediate area surrounding each building is for the exclusive access of the group hiring that space. Guests should remain within their hired area unless they are the sole occupier of the site.
- Kihilla is a smoke free site. Smoking is prohibited in and around the buildings. A designated smoking area will be provided if requested
- The possession and/or use of non-medical drugs is forbidden on site
- The consumption of alcohol is allowed where persons are of legal age. Guests are expected to act responsibly and avoid excessive alcohol consumption and consumption of alcohol by minors.
- No pets allowed.

#### 2. ARRIVAL

- Guests must not arrive earlier than the nominated arrival time (as per the booking form) unless previously arranged.
- Kihilla is an unstaffed centre. Induction information for the site will be provided prior to arrival and will also be available onsite. Please read the information in this book.
- A code to access the building or key box will be provided on the day of your arrival.
- Deliveries will not be accepted by Kihilla staff unless previously arranged.

#### 3. PARKING

- All cars are to be parked in designated parking areas and cars are not to be driven on the grass areas around the house, with the exception of catering staff accessing the Kitchen on the South side of the house.
- Cars should be parked front/rear facing the buildings

#### 4. NOISE CURFEW

- Noise is to be kept to a minimum after 10pm and before 8am. Please respect our neighbours and other guests on site.

#### 5. FIRST AID, EMERGENCIES AND EVACUATION PLANS

- Guests will be provided with a site plan and Evacuation procedure for use during the stay.
- First aid kits are provided. An incident report should be completed for an incident or accident and a copy given to a Kihilla staff member or left with the departure checklist. Incident forms are located in the induction book.

## 6. BREAKAGES AND DAMAGES

- The hirer is responsible for the general care of the facilities and is liable for all costs to rectify any damage caused (other than by fair wear and tear) during the hire period. All damages should be reported immediately to the Kihilla manager.

## 7. BEDDING/LINEN

- Unless otherwise indicated, bedding is provided for the queen bed (includes 2 towels) for bookings in the Nook or Stables North. All other linen is not included.
- Linen is not included for bookings in the Stables South.
- Linen is available for hire at an additional cost, or you may provide your own linen (pillows and blankets are provided), and towels. For health reasons a sheet is required on beds even when using a sleeping bag.
- Please remove any linen from the beds at the end of your stay and leave in a pile in the bedroom.
- Please leave all used towels on the floor in the shower

## 8. KITCHEN

- Please use the recycling facilities provided and properly dispose of any rubbish. Compost facilities are available outside the kitchens on the south side of the building.
- Please ensure that all cooking pots and pans and any crockery, utensils etc have been washed up and put away or placed in the dishwasher. Please start the dishwasher prior to leaving.

## 9. BUILDING ACCESS/KEYS

- Any keys held during your stay are to be returned prior to departure, either to your host, or to the nominated key box. Lost keys will result in replacement/rekeying of locks at the hirers cost.

## 10. FIREPIT

- The outdoor fire pit is available for use during your stay. Unless you have exclusive use of the site, the firepit may also be used by other guests staying on site. Fires may only be lit if the weather is suitable and there are no fire bans in place. Any fires must be supervised at all times and the fire safely extinguished before leaving the area.

## 11. CLEANING

- Cleaning is included in the hire cost however hirers are expected to leave the accommodation tidy. Additional cleaning charges may apply if the site is left in a poor condition.

## 12. DEPARTURE

- Guests are required to vacate the premises by no later than the specified time on the booking form. Additional charges may be incurred if a late departure occurs.
- Hirer should ensure that all doors and windows are closed and locked with lights and electrical appliances turned off on departure.

## 13. LOST PROPERTY

- Lost property will be kept on site for a period of no less than 4 weeks following a stay. Items not collected after this time may be disposed of or donated to charity.