

| owner   | common room | Window glass / blockage - insurance   | common room | small repairs   | common room | student   | common room |
|---|-------------|---|-------------|---|-------------|---|-------------|
| Villex Studenthousing will take care of the following:  |             | Villex Studenthousing will take care of the following:                          |             | Villex Studenthousing will take care of the following:  |             | What do students need to take care of   |             |
| <b>Plumbing</b>   |             | <b>Plumbing</b>   |             | <b>Plumbing</b>   |             | <b>Plumbing</b>   |             |
| Toilet  | X X         | unclogging drains of shower, sink and toilet (if normally kept clean by tenant) | X X         | leather around taps (faucets) and other parts of the faucet that are easy to replace                  | X           | decalcification of taps, toilet etc.  | X           |
| pipes   | X X         |   |             | garniture for bathroom (toilet, shower, sink) such as toilet seat, lid, shower hose                   | X           | keeping drains clean  | X           |
| loose tiles   | X X         |   |             | float switch cistern toilet   | X           | incidental mould and damp spots   | X X         |
| luting  | X X         |   |             | siphon  | X           |   |             |
| lifting smartcube (Koestraat)   | X           |   |             | (bathroom) mirror   | X           |   |             |
| kit werk  | X X         |   |             | cistern toilet broken, not working or leaking   | X           |   |             |
| Mould and damp spots (advanced stage)   | X X         |   |             |   |             |   |             |
| maintenance smartuce (Koestraat)  | X           |   |             |   |             |   |             |
| shower drain and plug   | X X         |   |             |   |             |   |             |
| <b>Electrics</b>  |             | <b>Electrics</b>  |             | <b>Electrics</b>  |             | <b>Electrics</b>  |             |
| bad or dangerous gas or electrics   | X X         |   |             | light/amp connection and socket   | X           | loss of magic key   | X X         |
| distribution board  | X X         |   |             | wall outlets  | X           | donated appliances, such as hotplates, washing machines, dryers, fridges etc. | X X         |
| wiring  | X X         |   |             | light switches  | X           | renewing light bulbs (except in smartcube)                                    | X           |
| earthing  | X X         |   |             |   |             | renewing smoke detector battery   | X           |
| wall outlets  | X           |   |             |   |             |   |             |
| light switches  | X           |   |             |   |             |   |             |
| lamps and other lighting  | X           |   |             |   |             |   |             |
| doorbells   | X X         |   |             |   |             |   |             |
| intercom  | X X         |   |             |   |             |   |             |
| smoke detector and/or accessories faulty (excluding changing battery)                                 | X X         |   |             |   |             |   |             |
| faulty magic key  | X X         |   |             |   |             |   |             |
| lights elevator   | X           |   |             |   |             |   |             |
| internet connection   | X X         |   |             |   |             |   |             |
| patch connection  | X X         |   |             |   |             |   |             |
| emergency lights and lights outside   | X           |   |             |   |             |   |             |
| lights and lamp smartcube (Koestraat)   | X           |   |             |   |             |   |             |
| <b>Hinges and locks</b>   |             | <b>Hinges and locks</b>   |             | <b>Hinges and locks</b>   |             | <b>Hinges and locks</b>   |             |
| badly closing outside doors and windows   | X X         |   |             | hinges and locks, as well as hardware such as window lever handles, bolts etc. when worn or defective | X           | lubricating locks and hinges  | X           |
| hinges and locks, as well as hardware such as window lever handles, bolts etc. when worn or defective | X           |   |             | kitchen doors and cabinets  | X           | loss of in- & outside door and mailbox keys                                   | X           |
| automatic electronic door closer  | X X         |   |             |   |             |   |             |
| (automatic) door stop/opener  | X           |   |             |   |             |   |             |
| door handle/button  | X           |   |             |   |             |   |             |
| emergency doors, (emergency) basement hatches   | X           |   |             |   |             |   |             |
| wood rot in windows or window frames  | X X         |   |             |   |             |   |             |
| <b>General inside and outside</b>   |             | <b>General inside and outside</b>   |             | <b>General inside and outside</b>   |             | <b>General inside and outside</b>   |             |
| mould or damp spots due to damp coming in or leakages   | X X         | repairs windows (glass)   | X X         | ventilation grid above window   | X           | cleaning and clearing up cutter and trash                                     | X X         |
| cracks in ceiling and walls   | X X         | cleaning and unclogging roof gutters and rainwater drains.                      | X X         | leathers faucet and siphon in kitchen   | X           | donated inventory, such as inside sunscreens, curtains and floors             | X           |
| leakages of roof and gutter   | X X         |   |             | weather strips  | X           |   |             |
| severe flooding/ water nuisance on balcony  | X X         |   |             |   |             |   |             |
| balcony floor or railing broken   | X X         |   |             |   |             |   |             |
| loose banisters (stairwell)   | X           |   |             |   |             |   |             |
| ceiling tiles   | X X         |   |             |   |             |   |             |
| outside painting, painting and plastering staircase   | X           |   |             |   |             |   |             |
| prolapsed, worn or seriously creaky floors  | X X         |   |             |   |             |   |             |
| interconnecting doors   | X           |   |             |   |             |   |             |
| countertop kitchen  | X X         |   |             |   |             |   |             |
| brickwork in and outside  | X X         |   |             |   |             |   |             |
| roof tiles and other roof coverings   | X X         |   |             |   |             |   |             |
| chimney   | X           |   |             |   |             |   |             |
| sheds and storage areas   | X           |   |             |   |             |   |             |
| loose plasterwork   | X X         |   |             |   |             |   |             |
| paving  | X           |   |             |   |             |   |             |
| stairs  | X X         |   |             |   |             |   |             |
| windowsill  | X X         |   |             |   |             |   |             |
| stairs to attic   | X X         |   |             |   |             |   |             |
| screeed (cement floor)  | X X         |   |             |   |             |   |             |
| tile floor  | X X         |   |             |   |             |   |             |
| linoleum floor  | X X         |   |             |   |             |   |             |
| <b>Installations</b>  |             | <b>Installations</b>  |             | <b>Installations</b>  |             | <b>Installations</b>  |             |
| maintenance central heating   | X           | radiators (faulty or leaking)   | X           |   |             | refilling radiators   | X           |
| maintenance elevators   | X           | maintenance central heating   | X           |   |             | keeping filters (f.i. of kitchen hood, dryers) clean (fire prevention)        | X X         |
| radiators (faulty or leaking)   | X           |   |             |   |             |   |             |
| fire installation   | X           |   |             |   |             |   |             |
| mechanic ventilation  | X           |   |             |   |             |   |             |
| <b>Exceptional situations</b>   |             | <b>Exceptional situations</b>   |             | <b>Exceptional situations</b>   |             | <b>Exceptional situations</b>   |             |
| gas leak  | X X         |   |             |   |             |   |             |
| water leak  | X X         |   |             |   |             |   |             |
| dangerous situation electrics   | X X         |   |             |   |             |   |             |
| fire damage or incendiary situations  | X X         |   |             |   |             |   |             |
| no water pressure   | X X         |   |             |   |             |   |             |
| extreme cracks or shrinks   | X X         |   |             |   |             |   |             |
| drainage flooding   | X X         |   |             |   |             |   |             |