

# MANAGEMENT PLAN 2021

## SHORT TERM ACCOMODATION

### **CHECK IN/OUT PROCEDURES**

Nautica Residences by Seashells in East Fremantle are the managing company for the 1 x 1 unit to be short term let. Check in and check out procedures are confirmed in writing to the guests staying prior to arrival. ID verification is also obtained prior to arrival. Check in is 2pm and Check out is at 10am.

### **CAR PARKING**

Guests have access to 1 x complimentary parking bay in the driveway.

### **CODE OF CONDUCT**

Guests are required to provide government ID prior to check in and agree to the house rules of no smoking, no parties, no unauthorised guests and controlled noise level.

Notwithstanding the above, guests may note local noise consistent with nearby building activities. Local regulations deem that this should not happen before 7am and after 5pm on week-days, and between 9am and 5pm on week-ends and Public Holidays.

### **MANAGEMENT OF COMPLAINTS**

Guests are advised that should they have any complaints regarding noise and local antisocial behaviour we have a company, NBP Security, that provides us with a formal afterhours service.

### **CLEANING & WASTE MANAGEMENT**

Cleaning:

Cleaning is undertaken by Nautica Residences by Seashells housekeeping team on each occasion and all rubbish removed.

Waste management:

Specify expectations

GREEN: food & garden organics

RED: General waste including plastic films (soft plastics, wrappers, biscuit packets etc)

YELLOW: Recycling of soft-drink and water bottles, glass and aluminium, juice, milk bottles etc plus cardboards, newspapers etc.

### **FIRE & EMERGENCY RESPONSE PLAN**

Provide emergency contact numbers 08 9387 0800 and after hours 08 6278 5611.

Fire extinguisher and blanket provided in the kitchen.

## **BBQ FACILITIES**

Outside barbeques are to be gas or electric

Provide details of facilities: – Small Gas BBQ to be provided outside in the courtyard.

## **SWIMMING POOL**

No swimming pool or spa provided.

Aquatic facilities are required to be fully compliant with all requirements established by both the Western Australian Department of Health and local government. Further information is available on the Department of Health website:

**[https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Document-Centre/planning-approval/GN9 - Aquatic Facilities at temporary holiday accomodations.pdf](https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Document-Centre/planning-approval/GN9_-_Aquatic_Facilities_at_temporary_holiday_accomodations.pdf)**