

Counter Services

- For borrowing: Vacuum cleaners, trolleys, pesticide, small repairing tools, etc.
- Book activity rooms
- Report defects
- Receive small parcels upon request
- Mailing service



Security

- Always keep the keys in good possession
- Do not leave the keys to other person since it is a violation to the Hall Regulations
- Lock the door of room/flat when leaving
- Use your own CU-Link Card to access the hall
- Do not admit anyone to the hall unless you know them



Keep Your Room Dry and Ventilated

- Open windows as far as possible, except during rainy days
- Use dehumidifier in spring and summer to avoid mold
- Use fan or air-conditioner



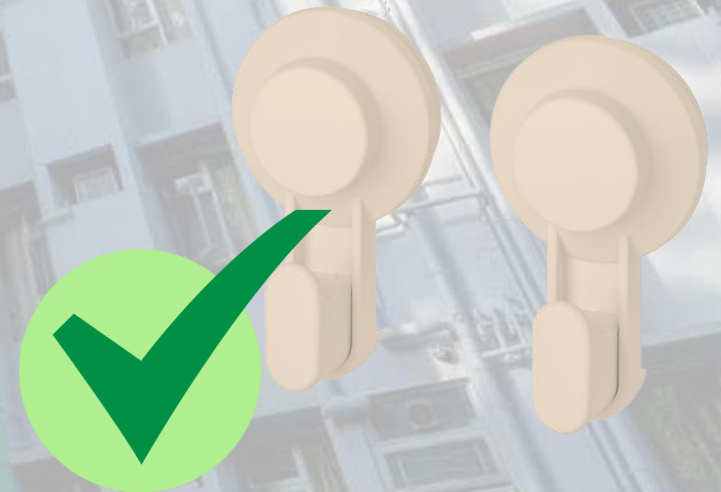
Clean Air-con Filter Regularly



- Use water to wash the filter every 4-6 weeks
- For better hygiene and air quality

No Adhesive Tape / Hook

- Using adhesive tape / hook will damage walls and furniture
- Removable tape / hook is acceptable



Electrical Safety

- Use only electrical appliances with 3-pin plug
- Use only locally-purchased, branded and compliant appliances



Tips for Using Laundry Room

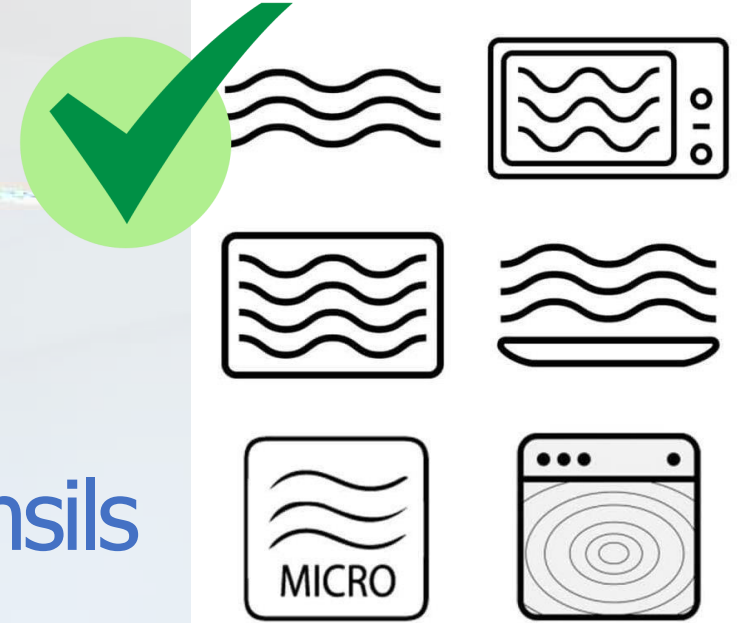
- Check the availability of laundry machines in the system first
- Empty all pockets before laundering
- No shoe-washing
- Take out your laundry as soon as it is done



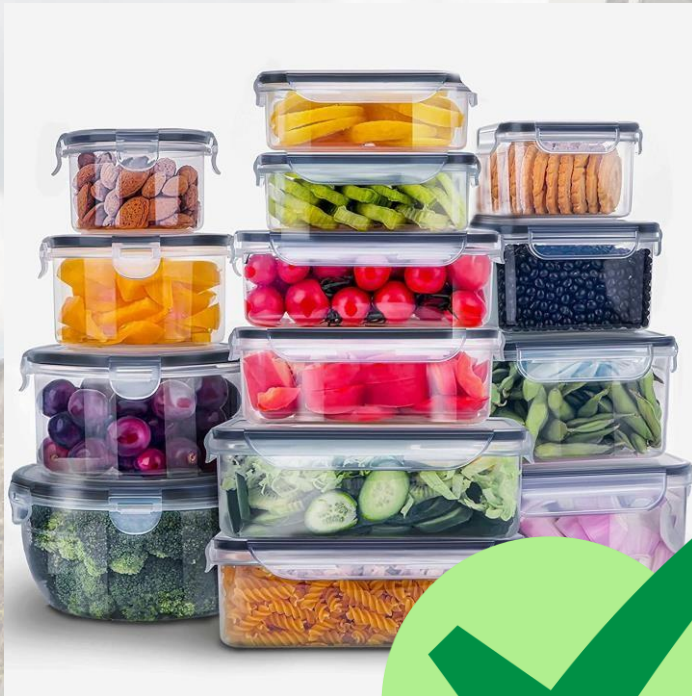
Use of Microwave Oven

- Use microwave-safe containers only
- Do not use metal containers and utensils
- Always keep an eye on your food
- Clean up after use

MICROWAVE OVEN SAFE



After Grocery Shopping...



- Store food in fridge / sealed bags and containers to avoid attracting bugs
- Tag your food in fridge with room number