

Tenant charge sheet, valid from 1st of March 2018.

The tenant is responsible for taking care of the apartment they have rented. The tenant takes care of and maintains the apartment and notifies the landlord of any faults and defects. Any costs resulting from the tenant's carelessness, improper handling or negligence will be charged from the tenant according to this charge sheet. **Note! The tenant is not liable for so-called normal wear and tear <sup>1</sup>.** It is the tenant's responsibility to read the instructions provided by POAS, so not being aware of the rules does not remove the liability to compensate for damages. More information on the tenant's responsibilities can be found in the POAS tenant guide. You can find the guide on the website (<https://poas.fi/en/>) The prices on the sheet are often lower than the actual repair charges and POAS reserves the right to charge the tenant the actual cost of the repairs. For example, the cost of repairs done outside of regular working hours is significantly higher. POAS reserves the right to make changes to the price list.

Basis for charge		euros	Basis for charge		euros
<b>Office fee</b>			<b>Paintwork</b>		
	The office fee is added to the bill to cover the administrative costs resulting from changes in the agreement, serialisation of the apartment lock, and key orders.	20,00 €		Puttying and painting one wall	100,00 €
<b>Installation work</b>				Painting the ceiling/a room	200,00 €
	Installation work, maintenance work/hour	50,00 €		Painting the walls in one room	100,00 €
	Heating, plumbing, ventilation, electricity installation work/hour	60,00 €		1 room + kitchen, painting the walls	300,00 €
	Cleaning/hour	30,00 €		2 rooms + kitchen, painting the walls	400,00 €
<b>Keys and locks</b>				3 rooms + kitchen, painting the walls	500,00 €
	Keys not returned according to instructions (e.g., returned late or left in the apartment)	50,00 €		Special paintwork (e.g., to remove cigarette smell)	as invoiced
	Charge for opening the door		<b>Floor repairs</b>		
	The maintenance company charges the tenant according to their own price list.			Replacing floor material	as invoiced
	An unpaid invoice transferred to POAS, plus handling cost, will be charged from the tenant	as invoiced		Skirting boards/room	100,00 €
	The wrong type of key forced into the lock, causing damage to the lock cylinder (e.g., an Abloy key in iLOQ-lock)	as invoiced		Repairing the carpet	75,00 €
	Abloy Lock serialisation cost In cells, the new keys to other rooms are added to the price (à 30 € per key) Please note that returning the wrong key will automatically lead to serialisation of the apartment's lock.	280,00 €		Repairing laminate or vinyl floor	as invoiced
	Extra key (Abloy)	30,00 €	<b>Apartment inner doors</b>		
	iLOQ Re-programming of iLOQ-lock, including visit from the lock company	100,00 €		Flush door	90,00 €
	Extra or lost iLOQ-key	25,00 €		Soundproof door	250,00 €
	Returning a broken iLOQ-key, key unusable	25,00 €		Replacing a door frame	120,00 €
<b>Cleaning</b>				Repairing a sliding door	50,00 €
	Emptying and cleaning the entire apartment, including waste disposal fees	300,00 €		Sauna glass door	150,00 €
	Emptying and cleaning one room, including waste disposal fees	150,00 €		Replacing a sliding door	250,00 €
	Cleaning the stove/oven	50,00 €	<b>Apartment front door</b>		
	Cleaning the refrigerator and defrosting the freezer	50,00 €		Replacing a door frame	150,00 €
	Cleaning the windows	Hourly charge		Replacing a door	as invoiced
	Removing a large item (e.g., a bed, a sofa, a bookshelf, a washing machine), waste disposal fees included. € apiece.	75,00 €	<b>Windows, balcony and terrace doors, door windows</b>		
	Removing smaller items (e.g., a lamp, a mirror, a small chair)	30,00 €		Appliance damage caused by tenant	as invoiced
	Cleaning an uncleared storage unit	50,00 €	<b>Fixtures</b>		
	Items left in the staircase or by the waste bins will be charged for according to the maintenance work hours and waste disposal fees	as invoiced		Replacing a wardrobe/kitchen cabinet door	100,00 €
<b>Heating, plumbing, ventilation, electrical devices/installation work</b>				Abovementioned cabinet installed	250,00 €
	Plugging a water inlet or outlet (e.g., dishwasher connections)	50,00 €		Bathroom cabinet mirror door	50,00 €
	Sink	110,00 €		Mirror cabinet	150,00 €
	Toilet seat	350,00 €		Dishwasher cabinet installation	50,00 €
	Replacing a light switch, wall socket	50,00 €	<b>Fire alarm repair/servicing</b>		
	Replacing a ceiling socket	50,00 €		Repair of removed/breaking alarm/ a mains-powered fire alarm	65,00 €
	Replacing a network connection box, aerial socket	50,00 €		Repair of removed/breaking alarm/ a smoke detector of an automatic fire alarm	100,00 €
	Unnecessary maintenance visit (tenant's own device is faulty)	50,00 €		An unnecessary maintenance visit (due to, e.g., empty batteries) related to fire alarm (tenant's responsibility).	50,00 €
				A fire alarm caused by, e.g., the tenant's careless cooking, resulting in an unnecessary visit by the fire brigade.	300,00 €
			<b>Special cases</b>		
				Damage caused by the tenant's carelessness or negligence (e.g., water damage, vandalism, repeated damaging of a certain item, etc.)	as invoiced

<sup>1</sup>Normal wear and tear is the result of the apartment being used for what it is meant for, living. A broken toilet seat, cracked sink or hole in the wall do not count as normal wear and tear. Damages caused by pets do not count as normal wear and tear either. Darkened areas on walls behind furniture, faded colors on materials due to sunshine, etc. are examples of normal wear and tear.