



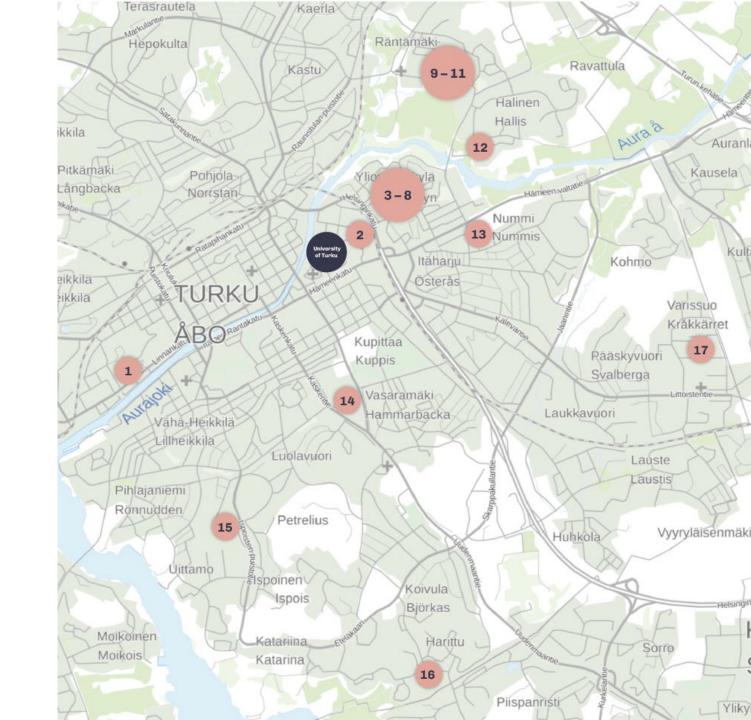
## TYS in a nutshell

- We rent, build, renovate and manage student and youth housing in Turku
- Part of the City of Turku Group
- Non-profit organization rents are used to cover the housing costs
- Our aim is to offer affordable housing with rents that are 15 -20% cheaper than those in the private market
- We have about 7000 apartment places in 17 different housing locations around Turku

## Our housing locations

- 17 different housing locations around the city of Turku
- All of our locations are within 6 kilometers from the city center
- Getting around Turku is easy
- All housing locations are along good bus routes

Exchange student apartments are located in the Student Village (3–8) and Iltakajo (17) housing locations.



## Rent covers the basics

#### Our rents include

- Electricity and heating
- An unlimited 100/100mb internet connection (router not included)
- Basic cable -TV connection
- Water (in most housing locations)
- Four sauna shifts per month

Almost all our housing locations have saunas and club rooms that can be booked free of charge.



## Furniture included!

## All exchange student apartments have:

- a standard size single bed with a mattress
- a desk
- a chair
- a lamp
- a bookshelf
- a wardrobe

In the apartments with a shared kitchen in Student Village West, the rooms also have a mini fridge.





# Applying for an apartment as an exchange student

- We'd love to house every applicant, but the demand for apartments is very high
- All the apartments for exchange students were booked for the autumn semester, but we have just had a few cancellations
- If you're an exchange student still looking for an apartment, contact office@tys.fi
- Some exchange student apartments become available in January as well
- You can apply 90 days in advance, so apply in October to have the best chance of getting an apartment in January
- You will need to include an admission letter or study certificate from your educational institution in Turku

## New tenant ? Start here!

#### 1. Get familiar with the Tenant Pages

On the Tenant Pages you can

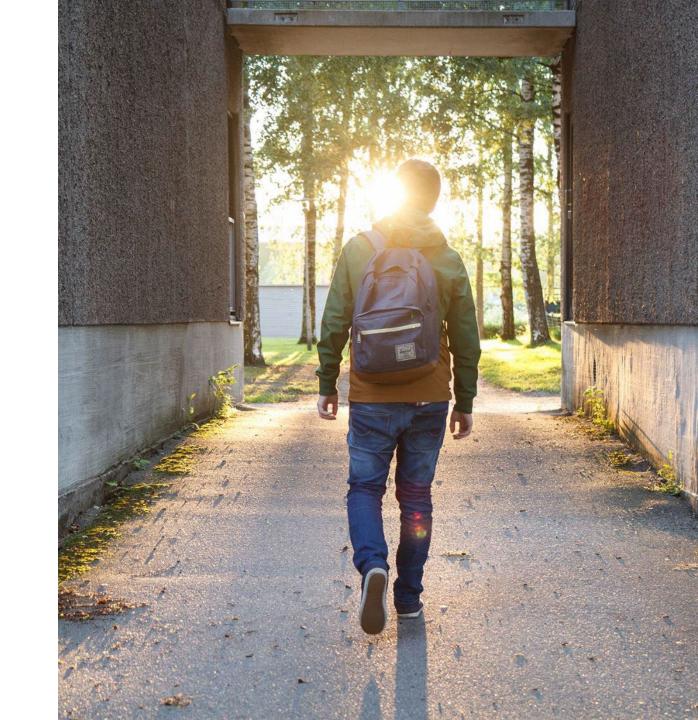
- Keep up with your rent payments
- Make fault reports
- Book saunas and club rooms

Every TYS tenant gets their own login credentials. A link to the tenant pages can be found from the frontpage of our website <a href="www.tys.fi">www.tys.fi</a>.

#### 2. Remember to sign your lease

After accepting a housing offer, you will get an email with a link that you can use to sign your lease.

If you have accepted a housing offer, but have not signed your lease yet, please send us an email (office@tys.fi ) or visit the office to sign your lease.



## Moving in

#### 1. Fill the apartment form!

You can fill the form on the Tenant Pages. If there are faults in the apartment, remember to also file a fault report via the Tenant Pages!

#### 2. Update your contact information

If your contact information is not up to date, we can't reach you. You can update your info on the Tenant Pages.

#### 3. Buy a fire alarm

According to law, all tenants must equip their apartment with a working fire alarm.

#### 4. Get insured!

We recommend that every tenant takes out a home insurance in case of accidents.



# Paying rent

### Rent is due on the 6 th day of each month

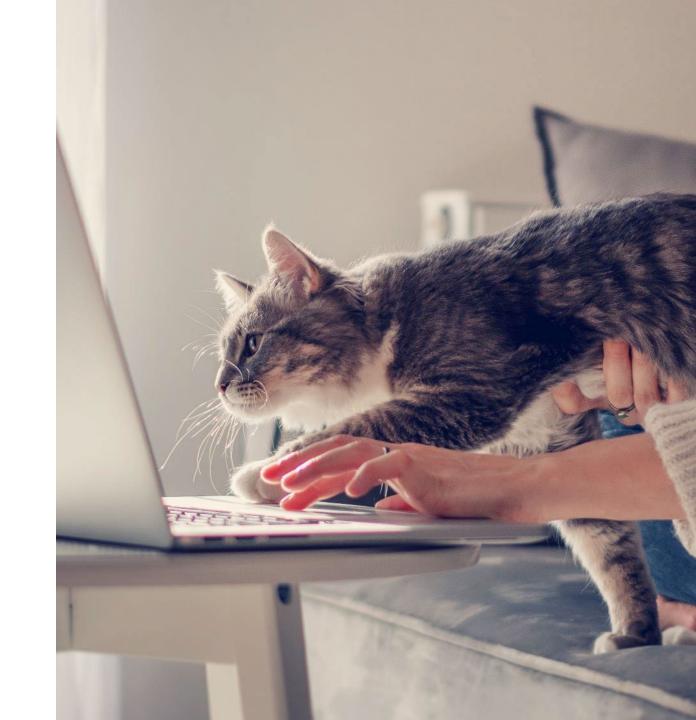
Remember to always pay your rent on time and use the payment details provided in your rent invoice. The reference number is especially important!

#### Tenant Pages have all the information

All the important payment information can be found from the Tenant Pages.

Don't worry if your payment isn't automatically updated on the Tenant Pages, as there is a delay before the payment is registered to us.

Depending on the payment method, it can take up to a week before the information is updated on the Tenant Pages.





# **Getting Online**



Internet connection is included in the rent of all TYS aparments.

Here's what you'll need:

- an internet cable
- a wireless router (if you want to have a wireless internet connection)

The network is called Kyläverkko and it's maintained by the University of Turku IT Services.

For instructions and help using Kyläverkko, head over to: https://www.yok.fi/en/

**PS.** The Eduroam network is available in Iltakajo, Student Village 3 A-D, Student Village 10A and Student Village 12A. To sign in, use the credentials given by your educational institute.



## Make use of our services

### Laundry rooms

You can book a laundry room and buy laundry credits via the Tenant Pages. Every housing location has laundry rooms.

#### Saunas

All our housing locations have saunas, and four monthly sauna shifts are included in the rent. You can book a session via the Tenant Pages!

#### Club rooms

Need a place to meet friends at? Most of our housing locations have club rooms that tenants can book free of charge via the Tenant Pages.

#### Storage spaces

Most housing locations are equipped with rentable storage spaces. See the Tenant Pages for more info!

#### **Parking**

To park in the TYS tenant parking areas, you need to apply for a permit via the eParking app. We also offer rentable parking places with heating poles.

#### **Tenant Committees**

There is an active tenant committee in every one of our housing locations. Committees organize all sorts of activities and events. Read more on our website!

#### TYS n' Chill

TYS n' Chill is a common space in the housing location Tyyssija, located in the middle of the Student Village. All tenants in the Student Village area can apply for an access code via our website.

At TYS n' Chill you can study, hang out with friends or meet other students and TYS tenants.

## Need maintenance ?

If something is broken in your apartment fill in a fault report on you Tenant Pages and maintenance company will come to check it.

Want faster service? You can opt to allow the maintenance worker to enter your apartment with a master key to speed things up. The maintenance workers will always ring the doorbell before entering.

If you don't opt in for master key entry, the maintenance worker will contact you to schedule a visit.

In urgent situations (water leaks etc.), please call on-call maintenance. Contact information is in the footer of our website.



## Lost your keys?

## If you lock yourself out of you apartment:

**During office hours** you can borrow a spare key from the TYS Housing Office for free. You must provide an ID!

Outside the office's opening hours you can call the door opening service. You must be able to prove your identity before the door is opened.

The door opening service is subject to a charge based on the current price list of the service provider. (Around 50 —60 €) Contact information is listed in the footer of our website.

**PS.** TYS has a KeyGuard insurance, which covers one (1) door opening per a calendar year per tenants. Read the instructions on how to claim it: https://tys.fi/en/keyguard

### If you lose your key completely:

Contact our customer service immediately to get a new key from the office. The costs of the lost key and possible lock change or reserialization will be charged from you according to our price list.



# A little bit about our rules and regulations



#### Silent hours

Silent hours are from 11 PM to 6 AM.

During this time all unnecessary noise must be avoided in the apartments, balconies, common areas and yards.

We have a zero-tolerance policy towards disturbances that occur during silent hours. However, ordinary sounds of life like taking a shower or using the toilet are allowed.

If a tenant causes disturbances during silent hours, we will also reserve the right to be in contact with said tenants' educational institution in Turku.

### Property damage

Tenants are liable to pay for any damages or breaking of building structures or furniture. Unsatisfactory cleaning of the apartment can also result in a liability claim.

#### **Visitors**

We all like to have friends over at times! Tenants are responsible for their visitors and must make sure that the visitors also obey TYS regulations.

## **Smoking**

Smoking is prohibited in apartments, corridors, French balconies, and in all shared spaces of the building. Smoking indoors will mak e you liable to compensate the damages to the apartment.

# Waste sorting might sound boring, but hear us out!

Over half of the waste produced in TYS housing locations is turned into recycled materials! This is made possible by our responsible and environmentally conscious tenants!

#### Sorting made easy

There are separate bins for biodegradable waste, plastic, paper, metal, glass, carton and mixed waste in all of our housing locations. When everything is sorted properly, we can keep things environmentally friendly!

#### Recycling cans and bottles pays off —literally!

Take empty bottles and cans back to the store, and you will get a deposit fee for each one! That's a win-win!

#### Don't throw away usable furniture, items or clothes

Many of our housing locations have Facebook or Jodel groups, where you can donate or sell your unwanted items! Ekotori and Kontti also accept used items.



# If you have any questions

Our customer service is always happy to help you with all your questions!

You can reach us by phone during the opening hours of our housing office: +358 2 275 0200

You can also send us an email at office@tys.fi.

You can also reach us via the Tenant Pages.

Our housing office is located in Tyyssija, in the heart of the Student Village.



# Follow us on Facebook and Instagram!

Tenants receive the TYS Newsletter to their email address approximately once a month. Check it out to keep up with events, tips and instructions!

Or even better: follow us on Facebook and Instagram. We post everything in Finnish, English and Swedish!

Follow us on social media:

@tysturku

