

A blue and white flag is waving against a blue sky with white clouds. The flag is the national flag of Finland, featuring a white cross on a blue field. The text "WELCOME TO FINLAND" is written in a bold, blue, sans-serif font inside a white speech bubble that points to the bottom of the flag.

**WELCOME TO
FINLAND**

SEVAS

if you cant find the answers in this guide, we are happy to serve you in Sevas office. Office is open from monday to friday, 10.00-15.00 o'clock. Address: Matti Visannin kuja 10, 60100 Seinäjoki.

Keys



You can pick up the key to your apartment the day the lease starts from our office in opening hours monday to friday from 10.00-15.00 or from R-Kioski but you must contact our customer service by phone or email.

- Your key is personal. If you loose your key, report it to us. We charge 75€.
- If you lock yourself out of the apartment, please call our on-call number +358(0) 10 636 5000.
- When you move out, the key must be returned to our office. The keys must not be left inside the apartment.

Contact us



vuokraus@sevas.fi =
Renting apartments or a parking space.

vuokranmaksut@sevas.fi =
Rent payment, invoicing or deposit return

kiinteistohallinto@sevas.fi =
Condition of apartment, property management

Where do i return my key if the office is closed?

- ↳ During the office is closed, the keys can be returned from the hatch at the front door of the office.

Contact us



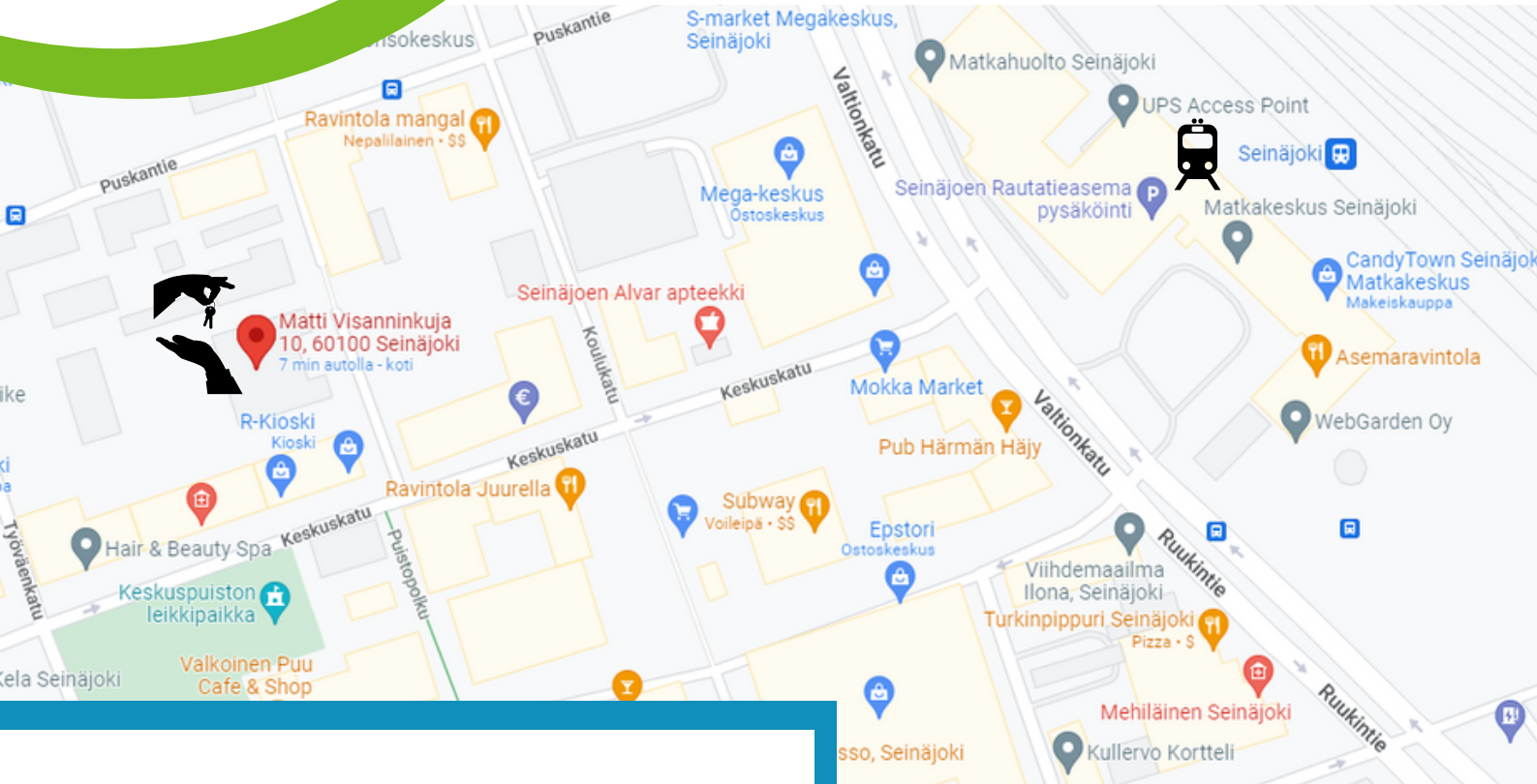
📞 Phone: 06 420 3311
Monday to friday 9-15.30

After the phone message, you can select the number of the service group:

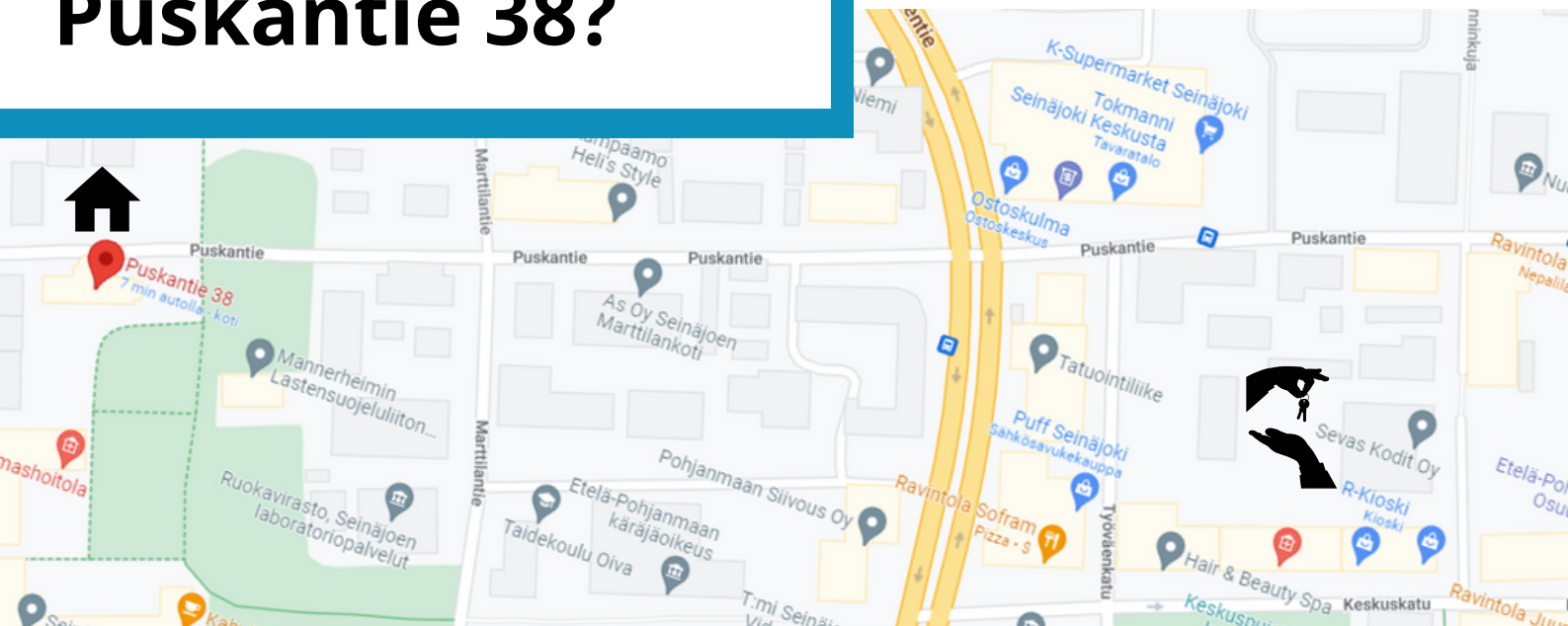
1. Renting apartments or a parking space.
2. Rent payment, invoicing or deposit return.
3. Condition of apartment - property maintenance

Where can i find Sevas office?

Sevas office is located in the center of Seinäjoki. The address is Matti Visannin kuja 10, 60100 Seinäjoki. It takes a 5 minute walk from the railway station to the office. From the office to Puskantie 38 it takes 8 minutes by foot.



Where can i find Puskantie 38?



Moving in & out



Moving in

When you move in to the apartment, please inspect the condition of the apartment and contact us by email kiinteistohallinto@sevas.fi if there's something missing or dirt in the room.

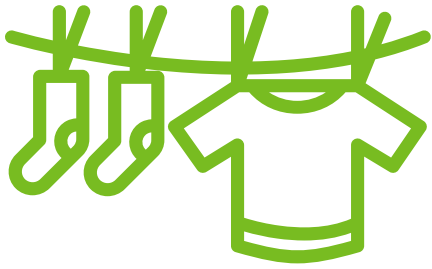


If Sevas company has to order cleaning for the apartment after you move out, the cleaning costs will be charged to the residents who have moved out.

Moving out

- The apartment/room must be cleaned properly before moving out in such a condition that is suitable even for a demanding resident.
- The kitchen, toilet and bathroom must be well cleaned.
- Remember to defrost the refrigerator and freezer and remember to leave the door open.
- Clean and empty the warehouses and take away all your belongings in them.

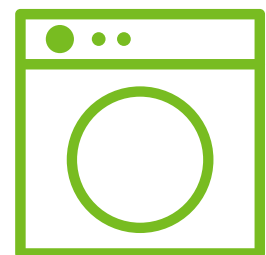
Laundry room instructions



- Laundry room only for resident use.
- To start the laundry or dryer booking session, mark your name and house number in the reservation list.
- Start washing within 15 minutes of booking or you lose your turn.
- Reservation period is not more than three hours.
- Carpets must not be washed in the washing machine and should not be dried in the tumble dryer.
- When the laundry is dry, it must be removed from the drying room immediately.
- Drying time is usually two to three hours.
- Washing time ends at 10.00 pm.
- Clean your mess after use.
- Take your empty detergent packs at the end of your turn and throw them in to the garbage.

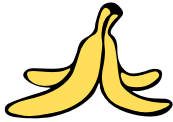
More information about the location in the last page

Thank you!



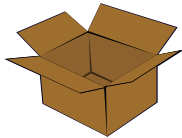
How do I recycle?

Biowaste



Biowaste is digestible and compostable food and kitchen waste. Easily decomposing fibrous materials can also be put into biowaste.

Cardboard



- Cardboard liquid packaging such as milk and juice cans
- Cardboard packaging, such as cereal and biscuit packaging
- Paper bags such as bread and flour bags
- Paper bags
- Egg cells
- Household and toilet paper sleeves

Paper



All paper coming from the mailbox, as well as writing and printing paper, can be collected at home or at work. All material must be clean and dry. Staples and paper clips do not need to be removed.

Glass



Glass packaging collection includes colored and colorless glass packaging, bottles and jars.

Metal



Small metals are mainly metal packaging such as cans and aluminum pans. Only place small metal objects that can fit in the collection container in the property's metal collection container and Rinki ecopoint.

Plastic

A plastic package is a plastic box, wrapper, bag, or bottle used to package a product for sale. You can sort the plastic packaging into your home's plastic collection or take it to the Rinki ecopoint.



RULES

Sevas
Kodit Oy



Common areas

Noise must be avoided in common areas. Smoking and unnecessary stay in them is prohibited. The use of common spaces and outdoor areas must be clean and orderly. Make sure the doors are always locked. Fastening shields and advertisementes, antennas, etc. installation is permitted only with the permission of the housing company. Any defects detected in the property must be reported to the representative of the company.

Outer areas

Household waste and other rubbish must be placed in the waste containers. In addition, the provisions on the sorting of waste must be taken into account. Residents must take care of the nonhousehold waste. Waste that is harmful to the environment must be disposed of at the sites allocated to them by the waste authorities. Damage to lawns and plantations is prohibited.

Parking

Parking of vehicles is only allowed in designated and marked places. Unnecessary idling of the car is prohibited. Unauthorised parking of a vehicle in a driveway, yard or parking space under the control of another person is prohibited.

Apartments

Neighbors must not be disturbed in the apartments. In particular, noise shall be avoided between 22.00 and 08.00. Exceptions can only be made with the consent of the neighbors. The apartments should be carefully managed. Water leaks and other defects detected in the apartments must be notified to the company representative without delay. Waste that may be blocked or damaged must not be placed in toilets or other sewers. You are not allowed to cook on the balconies. Balconies must be kept clean, and snow must be created from them in winter time.

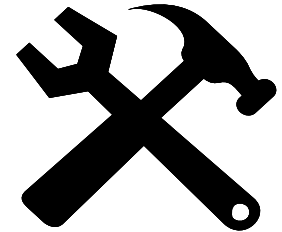
Renovations

Sevas maintenance is responsible for the renovation of student homes. Self-service renovations are prohibited. All fastening, drilling, modifications, etc. to structures are as a rule, prohibited.

**Infringement of regulations
Violation of the regulations may
result in liability for damages,
termination of the rental agreement
of the apartment or termination of
the rental agreement.**

Do you want to make a service call?

→ Go to <https://sevas.fi/en/front-page/>



Maintenance services

A maintenance service is available for those buildings where Sevas Kodit Oy has arranged maintenance services.

→ CALL FOR MAINTENANCE SERVICE

The banner features a photograph of a person in a yellow safety vest holding a clipboard and gloves. Below the photo is a blue button with a white arrow pointing right and the text 'CALL FOR MAINTENANCE SERVICE'.

Click to "Call for maintenance service", change language to english from the top of the website



**E House:
Sauna in basement floor**

**Tower house:
Laundry, drying room
and sauna**



Built in	1985-1989
Renovated	2005-2015
Apartments	188
Antenna system	Cable
Heating	District heating
Electricity and	Included in rent.
water	<p>There are 128 parking spaces with heating poles on the property. Parking space with heating pole is 12€/month. One can be rented from Sevas Kodit office.</p> <p>Cars should always be parked on marked spaces. Driving into yards and parking in front of doors is not allowed other than temporarily in for example moving situations when things are brought or taken to or from the apartment.</p>
PARKING SPACES	
STORAGES	<p>Personal property storages are located in the building E. Available storages can be asked from Sevas Kodit office. The tenant needs to get their own lock to the door of the storage.</p>
COMMON SPACES	<p>Laundry room and dryer room are located in building T. Sauna is located in building E and T.</p>
INTERNET CONNECTION	<p>The rent includes separately ordered Saunalahti Kotikuitu 10 Mbit/s broadband. Tenants can also order inexpensive and bigger velocities. More information and internet connection registration can be found at www.elisa.fi/sevas and visit Elisa store in Ideapark at Suupohjantie 57 60320 Seinäjoki. Rent includes only connection not equipment.</p>
PLAN OF SALVATION	<p>Get to know plan of salvation at OmaSevas https://app.safetum.fi/ps/puskantie38a-c , https://app.safetum.fi/ps/puskantie38d-h , https://app.safetum.fi/ps/puskantie38i-m or in the noticeboard of the building.</p>
TECHNICAL PROPERTY MANAGER	<p>Technical property manager is in charge of taking care of the properties and maintenance control. Every apartment will be inspected after moving out in which is inspected the condition of the apartment and needs for repairs. After inspection the maintenance and renovation work will be forwarded to contractors and the work will be taken care of as quickly as possible.</p> <p>The tenant is in charge to keep the apartment in good condition and is obliged to pay any damages that would come in any other situation but in normal living conditions. The tenant should also report any faults detected to maintenance company or technical property manager. It is very important if the fault can cause wider damages when not repaired.</p> <p>Tuomo Karvonen Phone number 06 420 3311, 9.00-15.30 o'clock</p>
Property management	<p>Phone number 06 420 3311 email: kiinteistohallinto@sevas.fi</p>
MAINTENANCE	<p>Lassila&Tikanoja</p>

COMPANY
RESPONSIBLE FOR
THE MANAGEMENT OF
THE PROPERTY

The maintenance company will do any manages to the property.
When moving in the responsibility distribution sheet given to tenants will tell the work that will be in responsibility of maintenance company and what will be the responsibility of the tenant. Contact information for the maintenance company will be found in common areas for example in the door of staircases and storages.

Fault reports in emergency situations should be made straight to the property managements emergency number.

Lassila&Tikanoja Phone number 010 636 5000

SERVICE CALL

At www.sevas.fi/en/front-page/ --> call for maintenance service

CHANGE OF ADDRESS

Report your new address well in advance to the population information system and to the post office www.posti.fi/muuttoilmoitus/ Paper version of it can be picked up and returned only to Post office or Digital and Population Data Services Agency.