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BUILDING COMPLEX INFORMATION FORM

Dear Neighbour,

Welcome to the "**BizimEvler Güzelce**" family. We wish you health, peace, and happiness in your new home. We would like to make some important reminders so that there is no "user error" in your home and the systems you share with your neighbours are not damaged.

- Do not wash wall and floor ceramics and parquets in your rooms with water. Wipe only with a damp cloth. Do not use sharp tools or abrasive objects during cleaning.
- **Do not use any chemicals** other than soap powder for cleaning in the interior doors of the apartment, cloakroom, kitchen and bathroom cabinet doors, chrome-plated bathroom fixtures, built-in flush tank button caps and bathroom accessories. Wipe only with a damp cloth.
- Unnecessary use of **fire alarm buttons** will disturb your neighbours due to the loudness of the alarms within the block. Please inform your children about this issue.
- Please do not remove the **radiators** in your apartment, do not change their location and product type. Since these are connected to the central system, you can drain all the water in the system to your home and cause flooding to the apartments in your own house and downstairs. Please note that an unauthorized intervention to the central heating system will cause the boilers to stop due to the change in the pressure of the water in the heating system, the shutdown of the system on a block basis and will cause problems for all your neighbours. Dismantling the radiator will create thermal discomfort in the apartment.
- **Please inform the Building Complex Management** when you want to have your apartment renovated and repaired. Otherwise, you may damage some systems in your apartment and block.
- The distribution of the central heating system on an apartment basis is provided by the **Substation** in the kitchen. **The radiator temperature setting** is set from the thermostatic valve on it and **the degree of hot water** is set from the valve specified in the operating manual. **For an ideal, economical consumption**, it is recommended to adjust to **4 - 5 levels**. Invoicing is provided from the calorimeter device. In order for this device to be active, take your device card from the building complex management and install a credit on your card.

When you run out of credit, your meter will turn off the heating line. You can deposit from the card and spend your spare credit once. Please deposit new credits from management as soon as possible.

- If you want to close the balcony of your apartment, please apply to the site management and close in accordance with the determined model. Do not paint the balconies in a colour other than the original colour in order to prevent the integrity of the exterior.
- For the additional **air conditioners**, you will add to the rooms, please apply to the management for the infrastructure route and drainage connections you will use.
- Please call Arçelik technical service and make an appointment for making water and electrical connections of the **built-in devices** in your apartment, commissioning and starting the warranty. Do not use your dishwasher without having water and drains connected by an authorized service.
- If you plan to move into your apartment and arrive after a long time, keep the heating and service water valves closed until you return to your home and the overall occupancy of the building complex increases.
- There are smoke sensors installed in the rooms of your apartment. It gives warning in dense cigarette smoke. In this case, ventilate the inside of the apartment.

Note: Please read BizimEvler Güzelce User Manual Booklet.

Arçelik Technical Service Phone Number: 444 08 88

Toshiba Air Conditioner Service Phone Number: 444 01 28