

ANNEX No. 3 to the Student Housing Rental Agreement

STUDENT DORMITORY ROOM AND INVENTORY USAGE GUIDE

The Tenant guarantees the preservation, proper use, and maintenance of the property provided for use and its return upon the termination of the lease.

1. The landlord hands over to the tenant their property, which consists of a room and shared-use areas along with their inventory. The condition of the property is specified in the annexed Room and Property Handover-Acceptance Act, which forms an integral part of the contract. The tenant has the right to inspect the property before signing the lease and, after signing, use it for living purposes as outlined in the Muusa Majutus Internal Rules. Other persons with a lease agreement with the landlord may also use the property based on the number of places rented in the room.
2. It is prohibited to allow third parties to use property belonging to the Muusa Majutus dormitory that is located in the tenant's room.
3. Drilling holes or openings independently in the dormitory premises is strictly prohibited. This may only be done by a representative of the landlord. Changing or installing locks without permission is also forbidden.
4. The tenant is responsible for cleaning their leased area, sorting and taking garbage to the designated outdoor containers. Moving inventory located in rooms into corridors, stairwells or common areas is forbidden.
5. Report any defects found on installed materials or items in the dormitory premises immediately to the landlord's representative. Repairs may not be made independently.
6. It is forbidden to cover smoke detectors.
7. During the heating season, if away from the room for more than 24 hours, reduce the heating intensity if the building's system allows it.
8. Never leave the electric stove unattended while cooking. After use, turn off all dials to the 0 position. Be careful when using and cleaning the stove. Use appropriate tools for cleaning. Wipe with a damp cloth and avoid water entering via the dials. Prevent objects from falling onto the stove—damage may occur easily.
9. In kitchens equipped with an extractor hood, always use it while cooking. If one is present, clean it at least once every three months.
10. Defrost and clean refrigerators as needed, paying attention to door seals. Never use sharp objects to remove ice.
11. In the shower, clean the drain grate weekly and use appropriate cleaners. Use a drain screen in sinks to prevent clogs. Report blockages immediately to avoid water damage. The Tenant will be charged for cleanup due to failure to maintain these devices. Shower curtains must be cleaned or replaced as needed. Their removal is prohibited as this may cause water damage.
12. Storing belongings or drying laundry in corridors or stairwells is prohibited. Laundry may be dried in designated laundry rooms.
13. Smoking is prohibited in the dormitory.

14. Fire Safety:

14.1. Do not touch smoke detectors, fire cabinets, or electrical panels.

14.2. Do not press manual fire alarms or use fire extinguishers/hydrants without cause

14.3. Familiarize yourself with emergency procedures posted on dormitory notice boards.

14.4. Open flame, high heat, steam, or smoke-producing items (e.g. candles, incense, hookahs) are strictly prohibited indoors, as they may trigger fire alarms.

14.5. Do not use electrical appliances over 1500W or multiple appliances with a combined capacity over 2000W.

14.6. Do not cook or boil water under smoke detectors, steam or smoke from cooking may trigger false alarms.

If you see a flashing light on a detector, immediately call the reception desk at +372 5918 1442.

14.7. In case of a fire that cannot be extinguished safely, press the nearest manual fire alarm and call emergency services (112). Preferably use a mobile phone.

14.8. If alarms sound, proceed as in a real fire unless told otherwise by an authorized person.

14.9. Always use the nearest SAFE evacuation route. In cold weather, take warm clothing with you.

14.10. Inform the dormitory manager or reception desk and others nearby, if possible.

14.11. If fire can be safely limited or extinguished, do so immediately.

This guide was approved by the executive manager of OÜ Muusa Majutus on 1 July 2011 and last amended on 4 July 2025.