

218 Queen Street East, unit B House Manual

Emergency Contact

Phone: [+1 \(647\) 268-9308](tel:+16472689308)

Text: [+1 \(647\) 268-9308](tel:+16472689308)

Text if I do not pickup and I will call back. If it's late at night try calling twice to disable the silent feature on my phone.

Direct Bookings

To save on booking fees, please book with us direct.

Our contact details are:

Phone: [+1 \(647\) 268-9308](tel:+16472689308)

Text: [+1 \(647\) 268-9308](tel:+16472689308)

Email: Bookings@SmilingB.com

Website: www.SmilingB.com

Check-Out Time: 11am

Wifi

Wifi network: BELL603

Wifi password: 218Queen

Safety Items

- Fire extinguisher is in the kitchen under the sink
- First aid kit is in the cabinet above the fridge

The Fireplace

The fireplace is decorative. Do not start a fire in it.

Entertainment

- The TVs are setup with Netflix

Hot Water

The hot water tank is in the basement. If the water is coming out cold, leave the hot water running for 30 seconds.

Batteries and Misc

Batteries and miscellaneous items are in the cabinet above the fridge.

Operating the Keurig

1. fill the back reservoir with a cup of water
2. open front top compartment
3. insert new Keurig pod
4. close front top compartment.
5. wait for light to blink and push the top button to start.

The Washer and Dryer

The laundry room is on the third floor and is coin-operated — \$3 per wash and \$3 per dry (three loonies each).

Starter coins and detergent are provided in the cabinet above the fridge. For directions to the machines, see later in this document.

The Front Gate

If the building's front gate is open, it may be because the employment agency next door leaves it that way during their hours — Monday to Friday, 3:30 pm to 5:00 pm. Please leave the gate as you found it during that time. At all other times, please close it behind you.

Troubleshooting the Building Front Door Lock

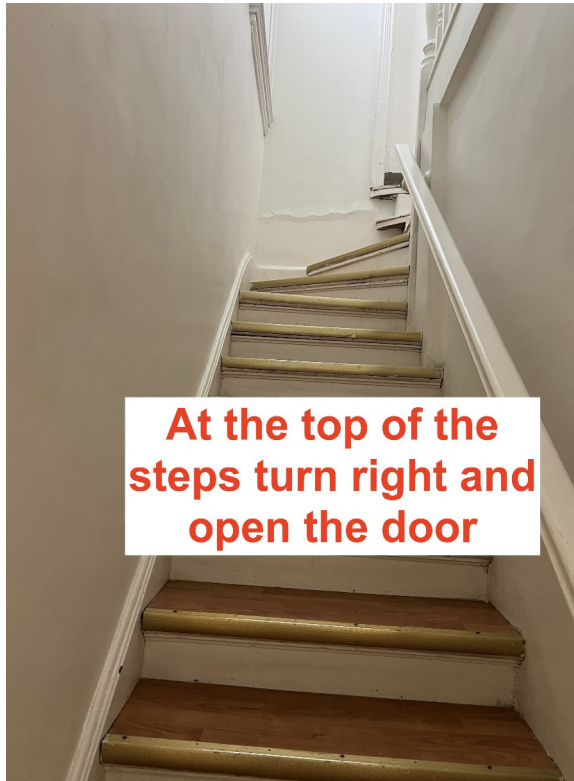
If you're having trouble removing your key from the building's front door, make sure the lever is fully turned back to the straight position before pulling the key out.



Finding the Washer and Dryer

Head back to the main landing where you entered the building. Instead of turning left to your apartment, go up one more flight of stairs, then turn right and open the door — the machines are inside.





Garbage and Recycling

City collection happens every Monday evening. The best time to dispose of your garbage is on Tuesday or Wednesday, when the bins are freshly emptied.

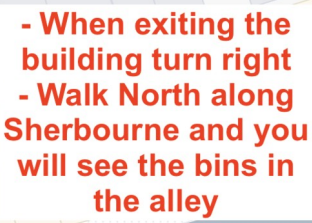
Finding our Garbage and Recycling Bins

Our garbage and recycling bins are located at the rear of the building (accessible from Sherbourne Street).

- Black bins = Garbage
- Blue bins = Recycling

To find the bins:

Exit the building and turn right. Walk north on Sherbourne Street for about 75 meters. The bins are in the alley behind the building.



Turn right at first alley



The bins are in the first alley to the right

