

## **261-1 Berkeley Street 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](mailto:Bookings@SmilingB.com)

**Website:** [www.SmilingB.com](http://www.SmilingB.com)

**Check-Out Time:** 11am

### **Wifi**

Network Name: 261 Berkeley

Password: SmilingBuddhaRentals

### **Locks**

We have electronic locks. We will provide you with your access code prior to your arrival.

In case of emergency we have a spare set of keys in a lockbox outside. Please contact me for the instructions to access the lockbox.

## **Infant Supplies**

We have a Pack'n Play, Baby bath, and high chair. We normally keep these items in storage, please let us know in advance if you would like us to bring them out for you.

## **Fire Extinguishers**

- Kitchen (under the sink)
- Living Room (beside the plant across from the Fireplace)

## **First Aid Kit**

- Kitchen - Drawer to the right of the dishwasher (inside the drawer there is a small upper drawer that opens up). You will also find batteries, a flashlight and other miscellaneous items.



## **Cutlery**

There is a cutlery tray in the drawer under the ice maker and Keurig



## **Filtered Water and Ice Maker**

The cold water coming from the kitchen faucet is filtered.  
There is an ice maker in the freezer compartment

## **Hot Water**

The hot water tank is in the basement. If the water coming out is not hot, please let the water run about 30 seconds to warm up.

## **Entertainment**

- The TVs are setup with Netflix
- There is a Bose sound system in the living room. You can access it using a bluetooth enabled device. It will appear as “Bose Revolve II SoundLink”

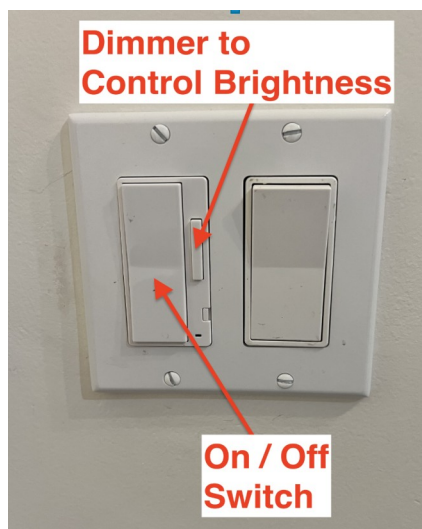
## **Iron and Ironing Board**

- Hallway closet

## **Operating the Stove**

We have a gas stove. Turn the dial to ignite the burner. Once the burner is lit, turn the dial fully on (otherwise the starter will continue clicking and will continue trying to ignite the other burners).

## **Bathroom Light**



## 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.

## Trundle Bed

The shelf beside the trundle bed slips on and off. Please remove for safety when using the bottom mattress. Gently slide it back on when finished. You can also leave it for us and we will put it back on after you leave.



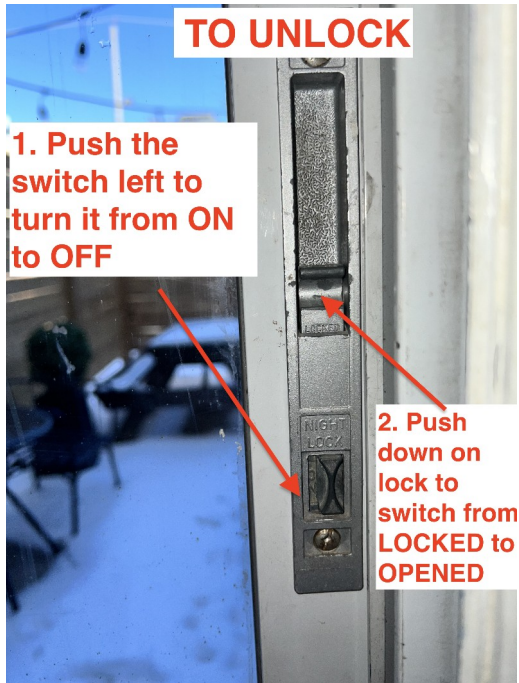
## Operating the HVAC

Each room has a mini split Air Conditioner / Heat Pump. It is controlled by the white remote control.

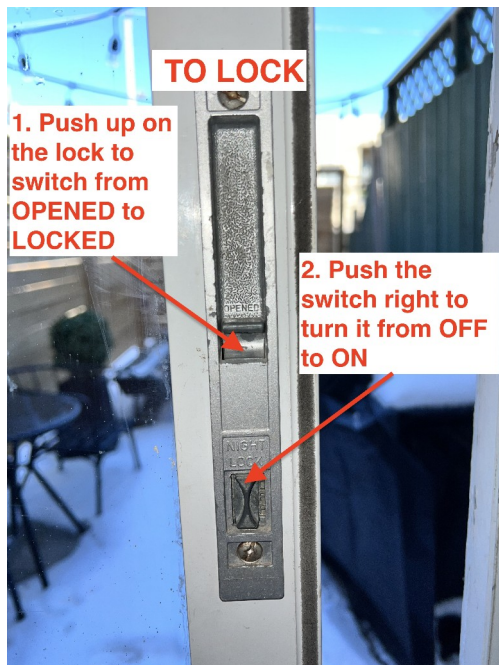
When 2 dashes "--" are displayed, this indicates a conflict between the indoor air handlers where one is calling for heating and the other

for cooling. To resolve this issue, all indoor air handlers have to be set to the same mode, either cooling or heating.

## To Unlock the Patio Doors



## To Lock the Patio Doors



**If you are still unsure if the doors are locked. There is a piece of wood beside the patio door you can use for extra security**



### **Garbage**

We will remove your garbage after you leave. If it is starting to smell, or you have too much of it, please place it in the bins outside. We have bins in both the front and back of the building.

Black Bins are for garbage

Blue Bins are for recycling

Green Bins are for compost

### **The Printer**

The printer is accessible through the wifi network below

Wifi Network: DIRECT-9f-Pantum P2500 Series

Password: 12345678

More detailed instructions are in the tray beneath the printer.

If the instructions are missing you can press the wifi button on the printer to print out new instructions or send us a message and we will send you more detailed instructions.

If you need drivers you can download them at the below link:

<https://global.pantum.com/support/download/driver/>

### **Troubleshooting the shower**

If the rain shower head is dripping, please turn it back on for a few seconds and firmly turn it off again. It should stop dripping after a try or two.

### **Troubleshooting the building front door lock (green door)**

For safety reasons, the building front door will always be unlocked when you exit. This is to prevent you from locking yourself in during an emergency.

If when outside, the lock is not locking, please turn the inside thumbscrew horizontally. If the thumbscrew is horizontal, the door will automatically lock when closed behind you.

**Thumbturn should be horizontal for locked**

