



apartmenthaus
international

Guest Information



Ein
Haus
des **ib**

Welcome to apartmenthaus international in Munich!

Thank you for staying with us.

This brochure provides useful information about apartmenthaus international, our services and the surrounding area.

We are available for any enquiries in our office on the 3rd floor. Please see us there from Monday to Saturday during office hours.

We wish you a pleasant stay!

Your team from apartmenthaus international

Services and amenities

- Weekly room cleaning service
- Separate doorbell for each apartment
- High-speed WiFi internet
- Launderette on each floor
- Gym on the 5th floor
- Underground and outside parking
- Five minutes on foot to Olympia-Einkaufszentrum shopping centre
- Good public transport connections



apartmenthaus
international

www.apartmenthaus-international.de

Everything you need to know

Address

apartmenthaus international
Triebstraße 14
D-80993 München (Munich)
Telephone: +49 89 904102 811
Email: apartment@haus-international.de
www.apartmenthaus-international.de

Office hours, 3rd floor / contact

Monday: 7 a.m. – 8 p.m.
Tuesday to Friday: 7 a.m. – 3 p.m.
Saturday: 8 a.m. – 4 p.m.
Telephone availability during these hours at: +49 89 904 102 811

Apartmenthaus reservations

Hostel haus international
Elisabethstraße 87
D-80993 München (Munich)
Telephone: +49 89 12006 0
Email: apartment@haus-international.de
(staffed 24 hrs.)

Lost keys

If you lose your key chip, please report to the office on the 3rd floor or, outside office hours, call the Hostel haus international for help at: +49 89 12006 0
(staffed 24 hrs.)

Emergency phone numbers

Fire and ambulance: 112
Police: 110

Emergency phone number of facility manager

See the inhouse notice board next to the main entrance.

WiFi internet

You can find the current login details on the notice board beside the lift on each floor.

A – Z Information

Adapters

Available from the office, depending on availability.

Allergy sufferers

All apartments have anti-allergic pillows, duvets and hygienic laminate flooring.

Animals

Are not allowed.

ATMs

Available at the Olympia-Einkaufszentrum (OEZ), five (5) minutes walk away.

Baby Cot

Can be rented on request for € 10 per night including bedding, depending on availability.

Booking (extension)

Please always book in writing, by email to: apartment@haus-international.de

Change of towels / sheets

Towels and sheets are changed weekly, which is included in the apartment cleaning service.

Check-in

From 3 p.m. daily.

Check-out

By 10 a.m. on day of departure.

City maps

Munich city maps are available for free at the office on the 3rd floor.

Cleaning

Weekly cleaning of your apartment (except kitchen facilities) is included. You can request additional cleaning of your kitchen or apartment for a fee at our office.

Community office

Bürgerbüro
Leonrodstraße 21
D-80634 München (Munich)
Telephone: +49 89 23396000

Electronic devices

Guests are liable for any damage caused by unauthorised electronic devices brought along. All electronic devices in the apartment must be handled with care.

Emergency calls (by telephone)

Fire and ambulance: 112
Police: 110

Fire alarm

Each apartment and all public

areas are equipped with fire alarms which are directly connected to the fire service. Please note that charges for false alarms start at € 1,000. In the case of wanton triggering or destruction of the smoke detector, those responsible must immediately pay for all expenses incurred.

Garbage room

You can access the garbage room via the rear entrance in the courtyard using your key chip. You can find directions on the notice board beside the lift on each floor.

General Terms and Conditions (GTC)

You can find our GTCs at: www.apartmenthaus-international.de and on the notice board opposite the office on the 3rd floor.

Gym

The gym on the 5th floor is available to all guests free of charge, around the clock. It's equipped with a cross-trainer, a treadmill and a power bench. You can access the gym using your key chip.

Hair dryers

Each bathroom has its own integrated hair dryer.

Hand and shower towel

Available in the apartment and changed once a week during cleaning. If you need any extra towels (available for a fee), please contact the office on the 3rd floor.

House rules

For more information see www.apartmenthaus-international.de or the notice board opposite the office on the 3rd floor.

Information

General information is available during office hours and at www.apartmenthaus-international.de.

Internet

Free high-speed WiFi is available in all apartments and on all floors. You can find the current login details on the notice board beside the lift on each floor.

Iron / Ironing board

Available on request and free of charge, depending on availability. Please return to the office after use, otherwise both will be removed from your apartment the

next time it is cleaned.

Instruction manuals

Please find instructions for operating the most important electronic devices in this guest brochure.

Keys

Your key chip provides access to the main entrance, the rear entrance, the emergency stairs (from outside), your apartment, the gym, the launderette on your floor, the garbage room in the courtyard and (if applicable) the underground car park (from outside).

Kitchen cleaning / Kitchen extra cleaning

The kitchen is not included in the weekly cleaning. Please keep the kitchen and kitchen equipment itself clean. You may request extra kitchen cleaning for a fee at our office. We replenish your dishwasher tabs, detergent and garbage bags once a week free of charge.

Landlord confirmation

Available on request from the office on the 3rd floor.

Launderette

On each floor is a launderette, equipped with washing machines and tumble dryers. Machines operate only with exact coins in Euro. You can access the launderette any time using your key chip. Please bring your own detergent.

Lifts

Available from underground parking up on all floors.

Lost keys

If you lose your key chip or mailbox key, you will be charged a fee of € 10 per key lost. If you lose or forget your key outside our office hours, please contact: Hostel haus international Elisabethstraße 87 D-80797 München (Munich) Telephone: +49 89 120 060 (Staffed 24 hrs.)

At the hostel, you can pick up a replacement key by presenting a valid ID. Alternatively, we can arrange to have a replacement key sent to you by taxi, on request and at your own expense.

A – Z Information

Lost and found items

Will be kept for six (6) months; please notify us of any loss by email. We will be happy to return any lost items at the recipient's expense. All food and drinks will be disposed after departure.

Luggage room

Unfortunately, we are unable to store your luggage in the building.

Mailboxes

We are happy to deliver letters and parcels to your apartment. If required, each apartment can be allocated its own mailbox in front of the house. Mailbox keys are available in our office on the 3rd floor.

Please use the following address to have mail or parcels sent to you: apartmenthaus international
Your name and apartment no.
Triebstraße 14
D-80993 München (Munich)

McDonalds

Only five (5) minutes away on foot in the direction of the Olympia-Einkaufszentrum (OEZ).

Non-smoking apartments

All our apartments are non-smoking. Smoking is prohibited in the entire building. Violations will be charged with a fine of € 100.

Olympic Park / Olympic Arena and Olympic Stadium

Take U-Bahn line U3 from Olympia-Einkaufszentrum station, head towards Fürstenried West and alight at the stop Olympiazentrum.

Oktoberfest

Take U-Bahn lines U4 and U5 (with change), station Theresienwiese. Further information at: www.oktoberfest.de

Parking

On request, we can reserve you a parking space in the underground car park (entrance Ehrenbreitsteiner Straße 44) or an outdoor parking space for € 4 per night. Please contact the office on the 3rd floor for a parking permit.

Payment

We accept Visa, Master Card, bank transfers, payment on invoice or payment by individual agreement.

Petrol station

A petrol station is located diagonally opposite in Triebstraße, about 200 metres away.

Pharmacy

Available in the Olympia-Einkaufszentrum (OEZ).

Pillows

We have various sizes of pillows available on request. Please contact the office on the 3rd floor.

Police station

Polizeiinspektion 44 Moosach
Puchheimer Straße 14
D-80997 München (Munich)
Telephone: +49 89 149820

Post office

Deutsche Post
Leonrodstraße 89
D-80636 München (Munich)
There is also a post office inside the Edeka supermarket in the Olympia-Einkaufszentrum (OEZ).

Public transport

The bus stop for the bus 163 (towards Olympia-Einkaufszentrum) is right in front of the main entrance. U-Bahn lines U1 and U3 stop at Olympia-Einkaufszentrum (OEZ).

Restaurants

There is a wide choice of restaurants in and around the Olympia-Einkaufszentrum (OEZ).

Safe

Each apartment is equipped with an individually programmable safe in the wardrobe. Please leave the safe open when you check out.

Shopping

You'll find a variety of shops and a supermarket in only five (5) minutes walking distance away in the Olympia-Einkaufszentrum (OEZ).

Smoking

Smoking is strictly prohibited in all apartments and throughout the building. Violations will be charged with a fine of € 100. Please smoke by the ashtrays in front or in the rear of the building.

Supermarket

There is a supermarket in the Olympia-Einkaufszentrum (OEZ), five (5) minutes away on foot.

Tea / coffee

All apartments are equipped with a kettle and coffee pad machine. Tea and coffee pads must be purchased by yourself.

Telephone

There is no telephone in the apartment.

Trade fair Munich

From the U-Bahn station Olympia-Einkaufszentrum, take the U3 towards Fürstenried West. At Scheidplatz, change into the U2 towards Messestadt Ost. The tour takes about 40 minutes.

Travel cards

Ticket for public transportation: All MVV tickets for the S-Bahn, U-Bahn, trams and buses are available from the underground station Olympia-Einkaufszentrum (OEZ) or via the app: München Navigator.

TV

All apartments and the gym are equipped with internet-enabled smart TVs. 89 TV programmes in 14 languages as well as several radio stations are available via the TV.

Underground car park

We can reserve a parking space for you in the underground car park on request (entrance Ehrenbreitsteiner Straße 44) or an outdoor parking space for € 4 per night.

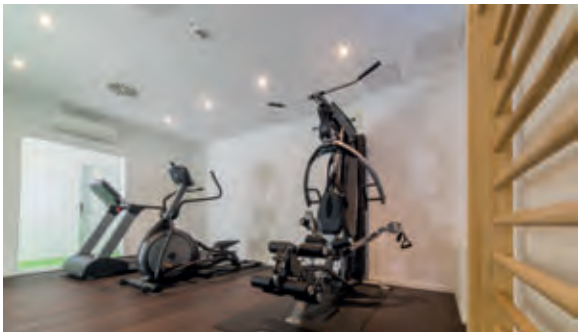
Please contact the office on the 3rd floor for a parking permit.

Visitors

In case you have overnight visitors, please inform our office on the 3rd floor. We will then provide you a extra bed in your apartment for € 25 per person/ night. All other (free) accommodation options are prohibited in the apartments.



Welcome home!



House rules

Check-in and apartment condition

The apartments will be available from 3 p.m. onwards on the day of arrival. We hand over the apartments in a clean and tidy condition. Please immediately report any issues to the office on the 3rd floor or via email or telephone. Guests are liable for any damage found at check-out. The apartment inventory must not be altered or removed. Please do not attach any decorative objects to the walls. Open fires, such as candles, are not allowed in the apartments.

Cleaning

The apartments are cleaned once a week. Kitchens are excluded. Towels and sheets are changed once a week. We will be happy to arrange extra cleaning, linen changes or kitchen cleaning upon payment of a fee. Please contact our office on the 3rd floor.

Departure and apartment condition

Apartments must be vacated by 10 a.m. at the latest. Apartments must be left in the same clean and tidy condition as upon check-in. Bed linen, towels, kitchen equipment and appliances are the property of the house and must not be removed. The key chip and, if applicable, the mailbox key must be returned to the office at departure. If the office is unoccupied, please leave the key chip clearly visible on the table in the apartment. Please empty the room safe and leave it open.

Emergency exits and windows

Please do not throw objects out of the windows and do not put anything on the outside window sills. There are sufficient escape routes via the stairwell and the emergency exits in case of emergency or fire. Please familiarise yourself with the respective signs in the property. An escape and rescue plan is located in every apartment and in all public areas.

Fire alarm

All apartments and public areas are equipped with fire alarms that are directly connected to the fire service if smoke is detected. Please note that charges for false alarms start at € 1,000. In

the case of wanton triggering or destruction of the smoke detector, those responsible must immediately pay for all expenses incurred. In addition, we will press charges for any abuse of emergency devices.

Gym

The gym can be accessed using the key chip. Children and adolescents under the age of 18 are prohibited. The gym is accessible 24 hours a day. Please keep any noise down after 10 p.m. Use at own risk!

Keys / Key Chip

Each guest receives a key chip on check-in. The key chip allows to access the main entrance, rear entrance, emergency stairs (from outside), floor, apartment, gym, launderette on your floor, garbage room in the courtyard and (if applicable) the underground car park (from outside). In case of key loss, please consult the notices and the information on the first pages of this guest brochure.

Launderette

The launderette on each floor can be accessed using your key chip. Use at own risk! We do not accept liability for damage to objects or persons as well as lost or stolen items.

Liability

We assume no liability for lost valuables. Please keep the apartment door locked. All apartments are equipped with a safe. In case of wilful and grossly negligent disturbance of the peace and/or destruction, the guest is liable for any damage caused to the property. Any such damage will be reported to the police.

Night-time quiet hours

Guests are asked to keep quiet in the apartment, the entire property and on premises after 10 p.m.

Office hours

Please see the opening hours of our office on the 3rd floor in front of this brochure.

Parking

If guests have rented a parking space in the underground car park or an outdoor parking space, this does not constitute a contract of safe custody. We do not assume any obligation to monitor parked vehicles. We do not accept liability for any damage caused to vehicles parked or maneuvered on the premises, including their contents.

Pets

No pets allowed.

Smoking

Smoking is strictly prohibited in all apartments and throughout the building. Violations will be charged with a fine of € 100. The fire alarm system in the apartment building is directly connected to the Munich fire service.

WiFi internet use

Please see the current login details on the notice board beside the lift on each floor. Internet use is at your own risk. Guests are responsible and liable for all costs for data transmitted via the internet, all services used and all legal transactions. The customer undertakes to comply with the applicable law when using the internet. All other legal provisions can be found in our GTCs.

Our General Terms and Conditions apply. These are available opposite our office on the 3rd floor or at www.apartmenthaus-international.de

Instruction manuals

Any functions or keys not described here (X) are not needed.



Coffee machine

- ① On / Off button
- ② Compartment for the coffee pad
- ③ Water tank
- ④ Selection buttons for one or two cups

Important: Switch off the coffee machine after use.

Safe

Save personal code

- Press # ①, the display ② shows: CODE
- Enter personal code (6 digits) using the keypad ③
- Press # ① button
- DONE appears on the display ②
- Personal CODE is now saved

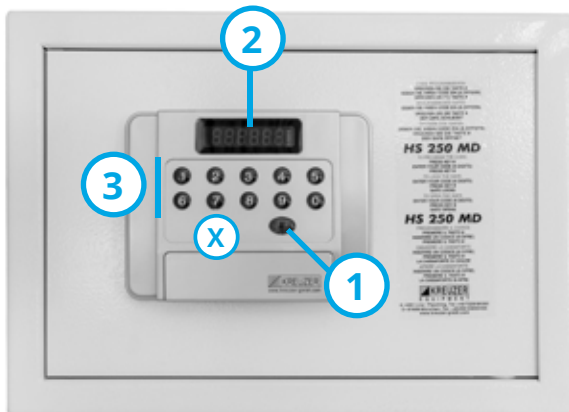
Closing the safe

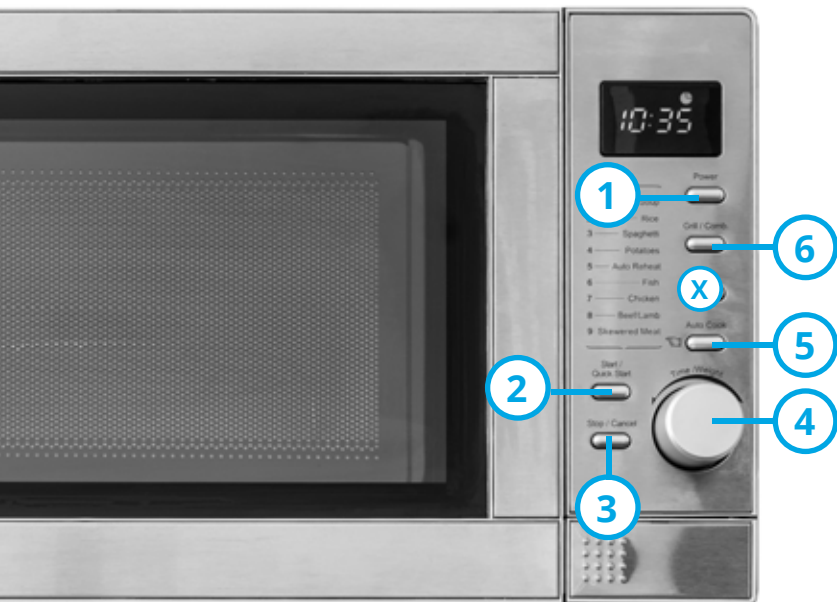
- Enter personal code (6 digits) using the keypad ③
- Press # ①, the display ② shows: CLOSED
- The safe is now locked

Opening the safe

- Enter personal code (6 digits) using the keypad ③
- Press # ①, the display ② shows: OPENED
- The safe is now open

Important: Please leave the safe open at departure.





Microwave

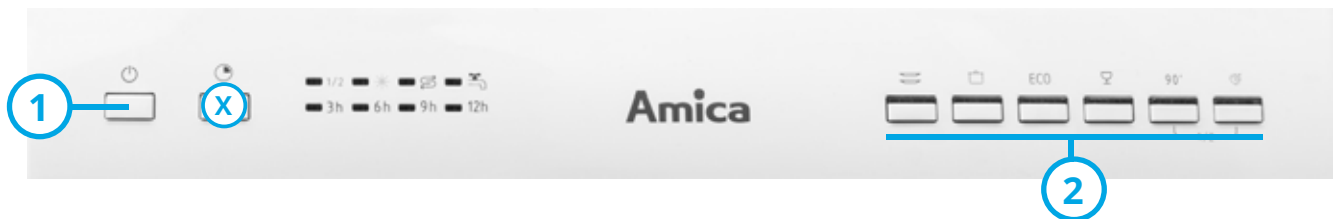
- ① On / Off button (Power)
- ② Start button (Quick Start)
- ③ Stop / Cancel button
- ④ Selection wheel for duration / weight
- ⑤ Auto-cook button for program selection
- ⑥ Grill / combi button for grill function

Important: Switch off the microwave after use.

Dishwasher

- ① On / Off button
- ② Wash program selection key
- ③ Start button

Important: Interior compartment is only for dishwasher tabs.
Please do not use detergent! Switch off the dishwasher after use.

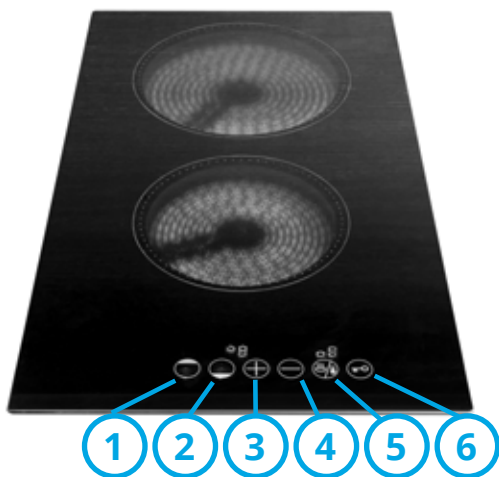


Amica dishwasher

- ① On / Off button
- ② Wash program selection keys. Dishwasher starts automatically

Important: Interior compartment is only for dishwasher tabs.
Please do not use detergent! Switch off the dishwasher after use.

Instructions



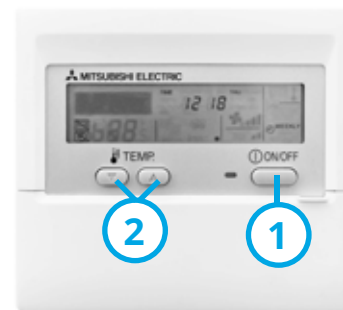
Ceramic hob

- ① On / Off button for top hot plate
- ② On / Off button for bottom hot plate
- ③ Plus button to increase temperature (+)
- ④ Minus button to reduce temperature (-)
- ⑤ Temperature display
- ⑥ Lock key for setting the temperature of each hot plate

Important: To switch off the hot plates, select temperature level 0 using the minus button ④. The residual heat indicator "HOT" lights up. Please do not place any objects on the hot plates.

TV remote control

- ① On / Off button
- ② Menu button for TV settings
- ③ Volume selection button (+ / -)
- ④ Program selection button (+ / -)
- ⑤ Guide button for program overview



Air conditioning on floor 5



Air conditioning on floors 3 and 6

Air conditioning

- ① On / Off button
- ② Temperature controller (cold / warm)
- ③ Fan button, incrementally adjustable

Instructions in case of fire

- In case of fire, please follow the escape and rescue plan on the inside of your apartment door.
- Detailed fire protection regulations are displayed beside the lift on each floor.
- Manual fire alarms are located on each floor in the corridors by the floor-entrance door and next to the exit of the emergency staircase. In case of fire, please smash the glass and press the alarm button.
- Fire extinguishers are marked and located on each floor by the elevators as well as in the corridors.
- Emergency telephone number for fire and ambulance: 112

Our partner property



haus
international

Hostel haus international

Elisabethstraße 87

D-80797 München (Munich)

Telephone: +49 89 12006-0

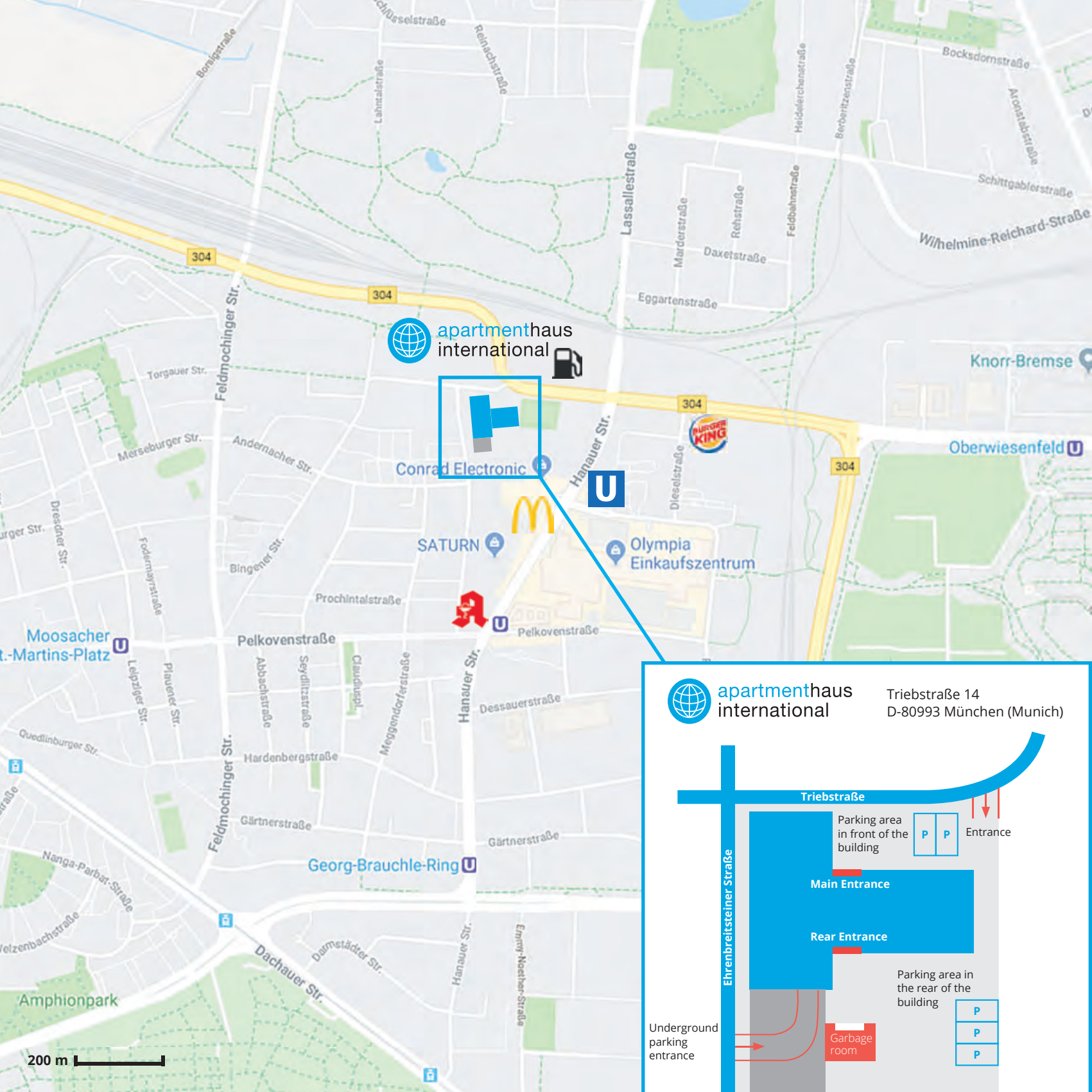
Email: info@haus-international.de

www.haus-international.de



The Hostel haus international offers the ideal combination of budget accommodation and lively meeting place for guests from all over the world!

- 180 rooms with 600 beds (Single, double and shared rooms with shower / WC)
- Restaurant with own kitchen (breakfast-buffet, lunch and dinner)
- Free WiFi, bar / disco, day-room / TV, table-football, billiards, bicycle rental
- Conference room for up to 175 people
- Reception open 24 hours a day



 apartmenthaus international



Conrad Electronic



SATURN

Olympia Einkaufszentrum



Pelkovenstraße

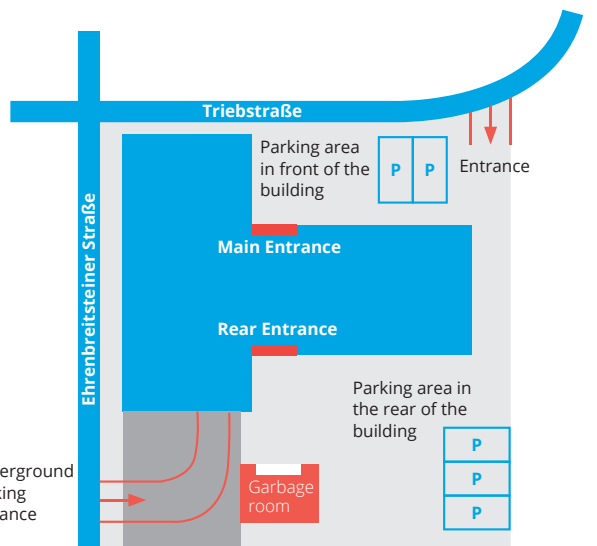
Hanauer Str.

Dessauerstraße

Georg-Brauchle-Ring

 apartmenthaus international

Triebstraße 14
D-80993 München (Munich)



Public transport network of Munich



Schienennetz München



Source: <https://www.mw-muenchen.de>, network map, 2019

- 1 Bavaria Filmstadt | 20.7 km
- 2 Deutsches Museum | 9.6 km
- 3 Tierpark Hellabrunn | 13.1 km
- 4 BMW Museum | 3.9 km
- 5 Englischer Garten | 7.3 km
- 6 Pinakothek | 6.7 km
- 7 Messe (trade fair) | 19 km
- 8 Olympiapark | 3.2 km
- 9 Allianz Arena | 12.2 km
- 10 Theresienwiese / Oktoberfest | 8 km



Additional timetable and ticket information available via the App: München Navigator

Area map

"Great location! It's easy to get into the city."

Johannes Richter, IT Manager



"Best value for money. Staff very friendly and helpful."

Henrike Möller, Key account manager



**apartmenthaus
international**

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www.internationaler-bund.de

Subject to changes!

With over 14,000 employees, the Internationaler Bund (IB) is one of the largest service providers in youth, social and educational work in Germany. Its motto is 'Menschsein stärken'. 'Menschsein stärken' means to help a person to help themselves, to (re)establish their self-sufficiency and their personal pride.