

# Information brochure

## Department 21

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In this information brochure you can find practical information about your department. Furthermore, you can find specific guidelines decided by the residents of the department. By following these guidelines, we will all thrive in our community.

### General advice

In 'The house rules' of your department you can find important information, which can have consequences for your rent of property at Vivabolig. Therefore, you should read 'The house rules' closely when taking over your residence.

As a new renter you must pay attention to the rental contract §9, if you find any flaws and deficiencies in your residence. The deadline is two weeks from the day you took over your residence.

We advise you to take out a contents insurance, as the department's insurance does not cover your personal belongings in case of e.g. fire and water damage.

### Manuals

On our website [www.vivabolig.dk](http://www.vivabolig.dk) under "Afdeling 21" – "Afdelingsdokumenter", you will find user manuals and cleaning guidelines for the stove, cooker hood, door phone and general maintenance. These guidelines can also be found on your resident site – log in at [www.vivabolig.dk](http://www.vivabolig.dk).

Brugervejledninger og rengøringsvejledning til komfur, emhætte, dørtelefon, vedligeholdelse m.m. findes på vores hjemmeside under Afdeling 21 eller på din beboerside under 'Afdelings dokumenter'.

### Changes

If you have any questions regarding this information brochure, or you have a suggestion for changes, you are welcome to contact our administration: [mail@vivabolig.dk](mailto:mail@vivabolig.dk)



# About your department

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## Your department

Department 21, Kærbyhus, consists of 28 modern family apartments listed in 2019-2020.

The apartments on Asylvej 2A-2D are located in the district of Kærby ind Aalborg, which is now a very attractive residential area. Here you are close to bus connections, where you are in either Aalborg city center or City Syd in just a few minutes. In Kærby you are also close to various grocery shopping opportunities, Aalborg Zoo and UCN.



## TV and internet provider

Your TV and internet provider are Eniig and Stofa. There are both coax and fiber. You order your desired products from your desired supplier and settle directly with them.



## Laundry

There is no communal laundry in Kærbyhus. There is space for your own washer and dryer in the bathroom in all apartments. Remember to get an installation permit from the janitor.



## Waste

In your kitchen you can sort your waste. In the parking lot of the department you will find underground containers for your waste.

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Daily waste

Paper/cardboard

Glass/metal



## Common area

In the common areas there is a barbeque area and table with benches that all residents of Kærbyhus are welcome to use. In addition, there is a common storage room for strollers or similar.



### **Parking**

There are 33 public parking spaces at Kærbyhus. In addition, there is a bike parking with a care station with tools and a bicycle pump.



### **Banqueting room and guest rooms**

If you are going to have a party, you can rent banqueting rooms and guest rooms. Read more on Vivabolig's website [www.vivabolig.dk](http://www.vivabolig.dk)



### **Find more information**

Log in you resident's website at [www.vivabolig.dk](http://www.vivabolig.dk). Here you can keep up to date on news from your department and find more practical information about your resident and more.



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## Your estate office

Dripping water tap, problems with the heat or other operations?

### **Contact the estate office**

Address: Gundorfslund 13B, 9000 Aalborg  
Telephone nr.: 9812 7426  
Mail: [team4@vivabolig.dk](mailto:team4@vivabolig.dk)

Personal contact:  
Tuesday and Thursday: 08.00am – 09.00am.

Telephone hours:  
Monday – Thursday: 08.00am – 15.00pm.  
Friday 08.00am – 14.00pm.

Emergency phone outside normal working hours – please look at the noticeboard in the stairway or on our website: [www.vivabolig.dk](http://www.vivabolig.dk)