ACCOMMODATION RULES

UNINOVA HOSTEL (hereinafter the "Hostel") is a purpose-built accommodation facility providing accommodation mainly for university students. Subject to available capacity, it also provides accommodation to the general public. These Accommodation Rules (hereinafter the "Rules") set out the binding conditions of stay and the conduct of accommodated persons and visitors of UNINOVA HOSTEL. The superior legal framework for these Rules is the legislation of the Slovak Republic.

I. PART

Definitions

1.1 Accommodated persons

Accommodated persons are all persons accommodated in the Hostel.

1.2 Accommodation area

The accommodation area is the part of the Hostel used for accommodation. The accommodation area is defined by the reception desk.

1.3 Premises

The premises mean the entire fenced area of the Hostel, including the accommodation area, all non-residential premises, road and pedestrian communications and green areas.

1.4 Senior employee

A senior employee is an employee responsible within the Hostel for an assigned area according to the Hostel's Organizational Rules.

1.5 Violation

A violation is any activity or act committed by an accommodated person on the Hostel premises contrary to the laws of the Slovak Republic, the Accommodation Agreement, these Rules or good manners.

1.6 Sanction

A sanction is a measure by which the Hostel director responds to a violation by an accommodated person or visitor. A sanction may take the form of a verbal warning, a fine with a payment deadline, temporary cancellation of accommodation until the end of the current school year, permanent cancellation of the possibility of accommodation, temporary ban on entry to the accommodation area for a specified period, or permanent ban on entry to the accommodation area.

II. PART

Entry to the Accommodation Area of UNINOVA HOSTEL

2.1 Accommodated persons are entitled to enter the accommodation area at any time without time limitation, except in an emergency situation declared by the Hostel director. Entry to the accommodation area is conditional upon a valid accommodation card or proof of payment. Members of the private security service (SBS) and senior Hostel employees may check and verify these documents at any time. Upon request, the accommodated person must present the documents for verification.

2.2 Accommodated persons may receive visitors only in the designated lobby areas by the reception desk. Visitors are strictly prohibited from entering the accommodation area, including rooms, corridors and shared spaces on floors. The duration of a visit in the lobby is not limited, provided that the visitor does not disturb night quiet hours or the reception operating rules. The visited person is responsible for the visitor's conduct. SBS members or senior Hostel employees may temporarily prohibit entry to non-accommodated persons who are aggressive, visibly under the influence of alcohol or addictive substances, or whose conduct or appearance causes public disturbance.

2.3 An accommodation card is a document proving that the person is accommodated in the Hostel. For students, it is valid for the relevant academic year. The card holder is also recorded in the list of accommodated persons available to SBS staff for additional verification. Proof of payment must show a prepaid accommodation period equal to or later than the date of inspection. The accommodation card is non-transferable. If there is suspicion that a person is using another person's accommodation card, the competent person may request another identity document. If the person refuses to present another identity document, the person is considered non-accommodated and entry or stay in the accommodation area may be refused. Lending an accommodation card to another person is a violation of these Rules.

III. PART

Rights of Accommodated Persons

3.1 The accommodated person has the right to a separate bed with accessories, including bedding such as duvet, pillow and bed linen. Regular bed linen exchange is available for a fee.

3.2 The accommodated person has the right to use the inventory that forms part of the room. The room inventory is specified in the inventory list, which is part of these Rules.

3.3 The accommodated person has the right to peaceful use of the assigned bed and room, especially for rest, study and sleep. At any time, the accommodated person may report to the emergency number 02/4920 8033 any activity that prevents peaceful use of the assigned bed and room. This does not apply to activities necessary for the proper operation of the Hostel, especially operational activities, repairs or reconstruction.

3.4 An accommodated student has the right to use the study room located in the Hostel building, accessible to accommodated students at any time.

3.5 The accommodated person has the right to use the kitchenette located within the room units of the Hostel. Kitchenettes are accessible at any time to all accommodated persons in the relevant room unit.

3.6 The accommodated person has the right to maintenance and repair of reported defects in the accommodation area within the technical, economic and operational possibilities of the Hostel. Defects must be reported at the reception desk to the SBS staff on duty, who will record them in the defects log without delay.

IV. PART

Obligations of Accommodated Persons

4.1 The accommodated person must comply with the laws of the Slovak Republic, the Accommodation Agreement, these Rules and other provisions related to the Hostel, including occupational health and safety and fire protection. The accommodated person must follow published instructions of Hostel employees.

4.2 During check-in, the accommodated person must follow instructions of senior Hostel employees and may occupy only the assigned room.

4.3 Hygiene and order
The accommodated person must comply with hygiene standards and keep the assigned spaces and other Hostel areas clean and orderly. In particular, the accommodated person, or at least one person from the room or room unit by mutual agreement, must: take out waste daily; keep the room tidy daily; clean and disinfect shared sanitary facilities daily; thoroughly clean the room once a week, including sweeping, washing the floor and dusting; prepare the room before announced disinfection or pest control according to Hostel instructions; and change bed linen once every 14 days.

4.4 Within three working days of taking over the assigned room, the accommodated person must check and report all defects and faults. Any defect discovered during the stay must be reported immediately at the reception desk to the SBS staff on duty, who will record it in the defects log.

4.5 The accommodated person must make the assigned room accessible to Hostel staff at any time for maintenance, repairs, inventory checks, technical inspections, verification of hygiene regulations and proper use of the accommodation area under the Accommodation Agreement and these Rules, as well as in extraordinary situations such as disinfection or painting. Entry into rooms is carried out by authorised Hostel employees.

4.6 The accommodated person must move to another room at the request of the accommodation provider for organisational reasons.

4.7 Before leaving the room, the accommodated person must switch off all electrical appliances, turn off water, close windows, switch off lights and lock the entrance door. The accommodated person must save water and electricity.

4.8 The accommodated person must properly secure valuables and money. During stay in the room, especially when not directly supervising personal belongings, for example during sleep or while using sanitary facilities, the accommodated person must reasonably secure the room against theft. Keys entrusted to the accommodated person must not be lent to another person or left in freely accessible places.

4.9 The accommodated person must behave so as not to damage the good name, civic dignity and human dignity of other accommodated persons, visitors and Hostel employees, must respect rules of coexistence and must not cause disturbance by their conduct.

4.10 In the event of violation of these Rules or damage to Hostel inventory, the accommodated person must pay a sanction or damage compensation according to the appendix to these Rules.

4.11 Loss or theft of an accommodation card must be reported immediately at the reception desk, at the Hostel secretariat during office hours or by email to uninova@uninova.sk.

4.12 The accommodation facility stores items forgotten or left by guests in rooms for a maximum of three weeks from their discovery or from the guest's departure. After this period, if the guest has not collected the items or contacted the accommodation facility, the facility reserves the right to dispose of the items. The accommodation facility is not responsible for the condition of found and stored items.

V. PART

Restrictions

5.1 The accommodated person must not lend an assigned accommodation card or stay permit to a non-accommodated person.

5.2 The accommodated person must not forge an accommodation card or proof of payment.

5.3 The accommodated person must not damage Hostel property in any way.

5.4 The accommodated person must not manipulate Hostel property, especially remove room inventory from rooms or arbitrarily rearrange or dismantle furniture within the room.

5.5 The accommodated person must not place or store waste in the corridor, not even temporarily.

5.6 The accommodated person must not place or store a laundry drying rack in the corridor. Laundry drying is intended for the drying room on the second and third floors.

5.7 The accommodated person must not place or store food or any items on the external window sill.

5.8 The accommodated person must not throw any items from windows or balconies.

5.9 The accommodated person must not use personal heat appliances in rooms, especially cookers, electric coils or heaters.

5.10 The accommodated person must not carry out any activity that disturbs other accommodated persons, especially in the evening and at night.

5.11 The accommodated person must not organise or participate in mass events in the accommodation area, especially celebrations or similar activities that disturb other accommodated persons.

5.12 Smoking is prohibited in all parts of the Hostel. The designated smoking area is in front of the building.

5.13 The accommodated person must not keep or use narcotic or psychotropic substances anywhere on the Hostel premises.

5.14 The accommodated person must not carry out unreported business or other commercial activity on the Hostel premises or use the assigned room as a registered office or storage space for such activity.

5.15 The accommodated person must not keep or possess firearms, stabbing weapons or other life-threatening items on the Hostel premises.

5.16 The accommodated person must not keep any animals in the accommodation area, especially dogs, cats, reptiles or insects. After written agreement with the Hostel secretariat and roommates, aquarium fish or a turtle may be kept in the room.

5.17 The accommodated person must not interfere with any installations.

5.18 The accommodated person must not handle open fire, including candles or grills, in Hostel buildings.

5.19 For safety reasons, the accommodated person must not enter the roof area.

VI. PART

Sanctions for Non-Compliance with the Rules and Damage Price List

6.1 Sanctions for non-compliance with these Rules and the damage price list are governed by Appendix No. 2 (Damage Price List) and Appendix No. 3 (Sanctions for Non-Compliance with the Rules).

VII. PART

Transitional and Final Provisions

7.1 These Accommodation Rules enter into validity and effect on 01/01/2026.

7.2 These Accommodation Rules may be amended or modified in writing if necessary.

Petra Valachovicova, Hostel Director

INVENTORY LIST (Appendix No. 1)

No.	Item	Qty
1	Bed	2
2	Slatted bed base	2
3	Mattress	2
4	Wardrobe	2
5	Writing desk	1
6	Storage space	2
7	Bedside table	2
8	Shelf	1
9	Chair	2
10	Bedside lamp	2
11	Waste bin	1
12	Duvet	2
13	Pillow	2
14	Duvet cover	2
15	Pillowcase	2
16	Sheet	2
17	Terry mattress protector	2

Kitchenette, Toilet, Bathroom:

No.	Item	Qty
1	Cabinet with drawer	1
2	Door cabinet	1
3	Food cupboard	1
4	Upper shelf cabinet	1
5	Worktop	1
6	Work table	1
7	Coat rack	1
8	Fridge	1
9	Sink and sink tap	1
10	Induction hob	1
11	Neon light fixture	1
12	Waste bin	1
13	Mirror with shelf	1
14	Shower tap with hose and shower head	1
15	Three-part sliding shower door	1
16	Washbasin and tap	1
17	Towel hook	1
18	Toilet bowl and toilet seat	1
19	Toilet paper holder	1
20	Toilet brush holder with brush	1

INVENTORY DAMAGE PRICE LIST (Appendix No. 2)

No.	Item	Price
1	Duvet	EUR 40.00
2	Pillow	EUR 25.00
3	Duvet cover	EUR 15.00
4	Pillowcase	EUR 10.00
5	Sheet	EUR 10.00
6	Terry mattress protector	EUR 15.00
7	Bedside lamp	EUR 25.00
8	Lamp	EUR 30.00
9	Picture	EUR 60.00
10	Table	EUR 180.00
11	Chair	EUR 40.00
12	Shelf	EUR 50.00
13	Wardrobe	EUR 200.00
14	Wardrobe lock	EUR 20.00
15	Waste bin	EUR 25.00
16	Blind	EUR 50.00
17	Window handle	EUR 30.00
18	Door	EUR 100.00
19	Handle	EUR 30.00
20	Tap	EUR 30.00
21	Sink	EUR 50.00
22	Drawer	EUR 40.00
23	Hook	EUR 10.00
24	Coat rack wall panel	EUR 40.00
25	Double hotplate	EUR 160.00
26	Work counter	EUR 100.00
27	Food cupboard	EUR 150.00
28	Washbasin	EUR 70.00
29	Shower tap	EUR 40.00
30	Shower head	EUR 15.00
31	Shower hose	EUR 15.00
32	Tap	EUR 30.00
33	Shower screen	EUR 70.00
34	Shower tray	EUR 100.00
35	Mirror	EUR 30.00
36	Toilet seat	EUR 20.00
37	Toilet bowl	EUR 70.00
38	Toilet tank	EUR 50.00
39	Brush holder with brush	EUR 20.00

If any item not listed in Appendix No. 2 is damaged, the amount of damage will be determined individually depending on the extent of the damage event.

SANCTIONS FOR NON-COMPLIANCE WITH THE RULES (Appendix No. 3)

No.	Violation	Price
1	Loss or damage of one key	EUR 50.00
2	Loss or damage of accommodation card	EUR 20.00
3	Forging an accommodation card	EUR 100.00
4	Smoking in rooms or in the building, per person	EUR 50.00
5	Disturbing night quiet hours	EUR 50.00
6	Handling open fire, including candles, candle holders or grills	EUR 50.00
7	Keeping unauthorised electrical appliances in the accommodation area, per item	EUR 50.00
8	Storing food or any items on the external window sill	EUR 20.00
9	Storing any items in shared corridors, including drying racks, waste, shoes or other items contrary to fire protection and occupational safety rules	EUR 20.00
10	Opening the safety box with spare keys	EUR 20.00
11	Failure to comply with hygiene standards, including disorder or dirt in rooms and shared areas, per person	EUR 50.00

Violation of other provisions of these Rules that are not listed in the appendix will be sanctioned based on an individual assessment by senior employees according to the Hostel's organizational rules.