

# Coração's ABC

## Guide in English april 2020

<p><b>Address</b> (“Adresse”)</p>	<p>Pousada Antiga de São Brás Coração do Algarve Sítio do Farrobo Caixa Postal (CP) 203A 8150-032 São Brás de Alportel GPS coordinates: latitude 37°09'44.18"N, longitude 4°54'01.78"W</p>
<p><b>Attendant staff at Coração</b> (“Ansatte på Coração”)</p>	<p><b>Nuno Frederico:</b> Nuno is our caretaker in charge of building and park. For any problem in the flat, kindly write a brief description &amp; flat number in Nuno's black book found behind the reception counter. In case of an emergency (electrical, water and sanitation, internet problems) Nuno can be contacted at: +351 917233457</p> <p><b>Sonia Rosário:</b> Sonia and her staff are in charge of cleaning and laundry. Email: <a href="mailto:soniabent@gmail.com">soniabent@gmail.com</a></p>
<p><b>Ambulance and acute illness</b> (“Akut sygdom”)</p>	<p><b>Public health clinic:</b> Centro de Saúde de São Brás de Alportel, Rua Carrera Viegas 8150-166 São Brás de Alportel, Tel.No. +351 289 840 440</p> <p><b>Private clinic:</b> "Siipemor", Rua 1 de Junho, Lote 9, 2, São Brás de Alportel, Tel.No. +351 707 28 28 28: (Mondays-Fridays), located on first road to the left, off the main street (Avenida da Liberdade), if approaching from the north circular road: <a href="https://www.grupohpa.com/en/units/algarve/clinics/clinica-particular-siipemor/">https://www.grupohpa.com/en/units/algarve/clinics/clinica-particular-siipemor/</a> It is possible to purchase a private health card (“CareCard Siipemor”) and get rebate on consultations and home visits. Cost: EUR3 per month for one person and EUR1 for each added family member (2 people: EUR 48 per year - see the Siipemor website)</p> <p><b>Accident and emergency:</b> A&amp;E at the <b>public</b> Faro Hospital Tel.No. +351 289803411 or at the <b>private</b> hospital: Hospital de Loulè Av. Marçal Pacheco Tel.No. +351 289249750 - open 24 hours: <a href="http://www.hospitaldeloule.com">www.hospitaldeloule.com</a></p> <p>NB!! <b>BRING</b> Danish <b>blue health insurance card</b> and <b>any other health insurance card, passport</b> and <b>credit card/cash</b>, as you may have to pay at the time of treatment and subsequently claim expenses from your health or travel insurance)</p> <p><b>AMBULANCE and ACUTE ASSISTANCE:</b> call <b>Tel.No. 112</b> and state the address as: <b>”Pousada Antiga de São Brás de Alportel”</b>, and the <b>postal code</b> (The name “Coração do Algarve” is not widely known)</p> <p><b>For further information please see separate section</b> regarding acute illness in the information folder</p>

<p><b>All doors to the outside (“Yderdøre”)</b></p>	<p><b>All outside doors in the common area must be locked between 10 pm and 7 am. The inhabitants of the flats mentioned below are responsible for locking doors:</b></p> <p>Doors at level 1 facing South: flats 99,100,101  Doors at level 1 facing North: flats 104,195,106  Main entrance: flats 201,202</p> <p><b>Doors to washing machines, laundry- &amp; storage rooms should be locked at all times.</b></p>
<p>1. Rubbish &amp; recycling (“Affald”) - check signs on large containers for sorting</p>	<p>Trash and recycling containers are placed north-east of the East Wing beyond the storage building used for bicycles. Trash should be sorted and placed in the appropriate bins as follows: general household trash (2 large containers), paper/cardboard (black container), glass (green container), metal/plastic (yellow container). Plastic bottles should be pressed flat to take up less space. Please <b>be mindful to keep the noise down</b> when throwing away glass - particularly between 8 am and 10 pm.</p> <p>NB: never leave food in bags/buckets outside, as it attracts dogs/fox</p>
<p>2. Actions and tidy up before departure (“Afrejse”)</p>	<p>On your day of departure you must vacate the flat on or before 10 am. The clear plastic envelope with the name-slip (which is kept in the plastic holder near your entrance during your stay) together with the keys should be left on the front counter in reception. Please ensure that both the flat and the balcony/terrace have been left looking tidy and with the shutters closed - note in particular the following:</p> <p><b>Refrigerator and freezer</b> must be emptied (and left to defrost if iced-up). Unopened bottles of drinking water may be left for next occupant. <b>All trash</b> from bins in kitchen/bathrooms must be placed in the relevant recycling containers (as explained above). <b>All bed linen, towels, bath mats, tea-towels and dish cloth</b> should be taken to the laundry room which is located opposite tennis court in East Wing between flats 111 og 112. Use main key. Please sort white and coloured laundry separately and hang any wet laundry to dry. Fold the items loosely as to save space. Please wash dishes and place in cupboards/drawers. The dishwasher should be emptied before leaving. The apartment should be left in the same condition as you found it – if an apartment is found to be <b>untidy a fine will be charged</b>.</p> <p>Please also refer to separate information about handing over of an apartment in the information folder (“Aflevering af lejlighed”)</p>
<p>3. Air-conditioning and heating units (“Aircon/Varme”)</p>	<p>All doors and windows must be closed, when the air-conditioning or heating is turned on.</p>

4. Arrival at Coração (“Ankomst”)	The flats are ready from 2 p.m. on day of arrival. In a basket on the reception counter a clear plastic envelope contains keys and name-slip. Please place the name-slip in the holder by the entrance
5. Baby- and child equipment/beds (“Baby- og børneudstyr”)	The storage room for baby- and child equipment can be entered at the far/north end of the East Wing between flat 114 and 115 by using the main key. It holds strollers, high-chairs etc. If you require a baby cot/child bed, please make a note when booking the flat so the cleaning staff can place the cot/bed in the flat prior to your arrival.
6. Library near reception (“Bibliotek”)	Feel free to borrow books from the south-facing library opposite the reception. Please return the book after use.
7. The Board of Coração (“Bestyrelsen”)	Names and contact details (telephone & e-mail addresses) of board members are found on our website
8. Outside tables and chairs on terraces (“Borde og stole ved terrasser”)	Outdoor tables and chairs from common areas may be borrowed if required for social gatherings but should be returned after use
9. Card games (“Bridge”)	Playing cards and a box with equipment for bridge players can be found in the reception. You are welcome to join the Coração bridge-club on Facebook
10. Fire and smoke alarm in flats (“Brand- og røgalarm”)	Fire- and smoke alarms are installed in all flats and link up to the main alarm box in reception - if you set off the alarm by mistake, please go to reception to re-set and inform others who may have come to the reception. <b>In case of fire:</b> please vacate relevant areas and call fire brigade - <b>read additional instructions about emergencies available in the reception</b>
11. Bikes/racing bikes/mountain bikes/ electric bikes (“Cykler /racercykler og elcykler”)	If you wish to use any of the bikes available (located in the bike shed east of the East Wing, accessed with main key) you need to read the information on the information board in the bike shed – or read all the relevant information on our website under the heading “Aktiviteter/tips” (Activities and Tips) and then click “Cykling” (Cycling) - helmets are also available for use Racing bikes or electric bikes can be rented from Rui at a favourable rate (mention that you are staying at Coração), currently EUR15 per day (normal price EUR35). Book ahead of time – especially in the high season at <a href="mailto:avalanche.bikeshop@gmail.com">avalanche.bikeshop@gmail.com</a>

<p>12. Storage boxes ("Depotkasser til opbevaring")</p>	<p>Each cooperative member ("andel") has an entitlement of 2 storage boxes. More shares do not entitle to more boxes. Please ask Nuno for assistance in getting a box. The boxes are stored in three storage rooms - by flats: 304, 99 or 115. Please be mindful of occupants of the flats next to the store rooms when accessing boxes, particularly if accessing store rooms between 10 p.m. and 8 a.m.</p>
<p>13. Drinking water ("Drikkevand")</p>	<p>The cold water from the taps is fit for drinking but is chlorinated. Boiling the tapwater before use improves the taste. We recommend that you leave an unopened bottle of drinking water in the flat when departing, in case the next occupant arrives too late to be able to shop for bottled water</p>
<p>14. Duvets, pillows, bedding and towels ("Dyner og hovedpuder")</p>	<p>All flats have duvets, pillows, bed linen, white towels (for use in flat) and coloured towels (for use at pool) one set for each person staying in the flat. - if any bedding, linen or towels are missing on arrival, please contact Sonia or Nuno</p>
<p>15. Electric bulbs ("Elpærer")</p>	<p>If an electric bulb is missing/a light is not working, please write this in Nuno's book found by reception counter</p>
<p>16. Fiscal/Tax Number ("Fiscal no.")</p>	<p>The Portuguese registration number also referred to as the NIF-number, for Coração do Algarve cooperative is: 980491843</p>
<p>17. Cooperative share/flat types: i) Wholly owned/ii) Split-owned/iii) Free clip-share ("Faste lejligheder")</p>	<p>There are three categories of ownership of cooperative shares at Coração: i) Wholly owned flats (4-8 share-holders sharing a specific flat with no free points) ii) Partly -owned flats (4-8 share-holders sharing a specific flat for a set number of weeks, with a limited amount of "free points") and iii) Free point shares (not attached to a specific flat, so all annual points can be placed freely) In flats falling within categories i) and ii), you may find personal belongings in the flat upon arrival. Please show respect by not using such items</p>
<p>18. Television location ("Fjernsyn")</p>	<p>The " House TV" is located in the room next to the pool table room; operating instructions/guide is placed by the TV</p>
<p>19. Bottles, glass/plastic ("Flasker, glas/plastic")</p>	<p>Please place empty bottles in the correct containers located to the north-east of the East Wing. Remember to flatten plastic bottles before discarding. Please <b>be mindful to keep noise down</b> when throwing away glass - particularly between 10 p.m. and 8 a.m.</p>

20. Friday cleaning ("Fredagsrengøring")	If you are staying in the same flat for several weeks, you can have a limited cleaning of the flat (with new bed linen/towels etc.) Please place the used bed linen/towels in the laundry room Friday morning and please add your name/flat number to the list on the white board in the reception well by Thursday morning. You need to empty all trash and tidy up so the cleaners can clean the flat
21. The freezer for common use ("Fryseren")	There is a large freezer for common use on level 1 in the storage room by flat 99. Please apply the date and name on the items you leave in the freezer - and use them before you leave. The freezer will be emptied out on a regular basis

22. Weekly cost for stay ("Forbrugsudgifter")	The cost of stay for one week covers cleaning, bed linen, towels, electricity and water
23. Kitchen for common use ("Fælleskøkken")	The old kitchen for common use next to the TV room/fireplace can be used for cooking/arranging food for larger groups/social events
24. First Aid Box ("Førstehjælps-kasse")	Located in the reception. Please inform Lotte or Elin if the box needs to be refilled <a href="mailto:Lottehjort1@gmail.com">Lottehjort1@gmail.com</a> or <a href="mailto:elin.kristensen@hotmail.com">elin.kristensen@hotmail.com</a>
25. Gardener ("Gartner")	Nuno and his gardening assistants come every Wednesday (please do not use the pool Wednesday morning before 09:00 a.m.)
26. Broken glasses and bottles ("Glas")	Must be placed in the glass container (green container) located north east of East Wing. Please <b>be mindful to keep noise down</b> between 10 p.m. and 8 a.m.
27. Forgotten items ("Glemte sager")	If you find any item forgotten by a previous occupant of a flat, please place item in the cupboard behind the reception counter
28. Golf equipment ("Golfudstyr")	Located in the bike shed (east of the East Wing), can be accessed with main key. A set of golf equipment for common use is marked with a champagne cork. You can search for the group "Golf Casa d`Arte" on Facebook. Membership price is DKK 500 – giving access to cheaper green fee-tickets (app. DKK 200) on certain golf courses. Poul Rasmussen is responsible for the group accounts and log-books for the group

<p>29. Barbecue - please beware that authorities impose restrictions during certain dry periods due to fire hazard ("Grill")</p>	<p>Gas-barbecue are available on the south-facing terrace and on the north-facing balcony for common use. Some flats have their own barbecue. Please clean thoroughly after use. Take care that smoke does not irritate occupants in neighbouring flats. Do not leave food outside as it attracts wild dogs, cats and fox</p>
<p>30. Guests/visitors ("Gæster")</p>	<p>When booking for guests ensure that all names are entered in the booking system. It is the responsibility of the cooperative member to fully brief guests regarding applicable rules which can be found in the ABC Guide. Especially note the rules for using the swimming pool (shower with soap in the flat and then do a brief shower by the pool before entering the water).</p>
<p>31. Guest beds ("Gæstesenge")</p>	<p>It is important that Sonia and her staff know the number of persons who will stay in the flat so they can provide extra beds and bedding if required.</p>
<p>32. Cushions for outside chairs and sun-beds ("Havehynder")</p>	<p>Cushions for chairs on balconies/terraces may be found in the flat. Yellow padded plastic mattresses for the sun-beds near the swimming pool are available in the little pool house. Please ensure that mattresses are stored correctly before leaving the pool area.</p>
<p>33. Website for Coração ("Hjemmeside for Coração")</p>	<p>Website can be accessed at: <a href="http://coracao-do-algarve.dk">coracao-do-algarve.dk</a></p>
<p>34. Heart defibrillator (AED) ("Hjertestarter")</p>	<p>Located opposite the reception on the wall between the small library and flat 201 –instructions are found on the wall (please note the AED 'speaks' Danish)</p>
<p>35. Towels ("Håndklæder")</p>	<p>White towels are for use in the bathroom and coloured towels can be used by the pool or taken to the beach NOTE: There is only ONE towel of each type per person per week; if it needs cleaning you can wash the towels yourself (see "washing machine")</p>
<p>36. Internet/Wifi ("Internet")</p>	<p>There is very fast Wifi at Coração named "CA" . The code to access it is: Coracao2014</p>

37. Cats and dogs in residence outside (“Katte og hunde”)	<p><b>Please do not feed any animals and do not let animals come indoors</b></p> <p>Currently, Coração has a resident outside-dog named <b>Frida</b> DO NOT under any circumstances let the dog (or any other animal) into any flat or inside any common areas, as several cooperative members are allergic to dogs and/or cats. Please do not feed Frida as she is being fed regularly – if in doubt, please talk to Nuno</p>
38. Cookers (“Kogeplader”)	<p>If the hotplate does not heat, it may be set on “child-lock”: Try to hold down the “switch-on” button for some seconds; thereafter try to switch off and switch on the electricity button in the fuse box in the flat (usually behind a small white plastic panel near front door)</p> <p>If it is still not working, write in Nuno’s book by the reception counter; if assistance is required urgently, you may call Nuno)</p>
39. Cork tops and plastic tops from bottles (“Korkpropper og plastkapsler”)	<p>Corks are collected for recycling in the large ceramic pots found in the corridors of the the main building. Furthermore, we are collecting plastic tops from plastic bottles for assisting a local handicapped child - please hand in plastic tops in container in communal kitchen (next to TV room)</p>
40. Herb garden (“Krydderurtebed”)	<p>Located west of the large south-facing terrace, opposite flat 99. Help yourself to herbs and kindly water any herbs looking dry (watering cans are located by the pipes along the East Wing/by bike shed)</p>
41. Kitchen paper towels (“Køkkenruller”)	<p>Are located in the small storage room on level 1 at the bottom of the stairs leading to the reception</p>
42. Kitchen cupboards in the flats (“Køkkenskabe”)	<p>Cooperative members (“Andelshavere”) and guests are urged to keep cupboards and drawers tidy and stocked with equipment according to the guidelines for the size of flat (see information folder); check that all the required crockery and cutlery items are present in the flat: if there are too many items, any extra items can be left in the common kitchen by the TV room; if anything is missing, then kindly write this in Nuno’s book by the reception counter. The guidelines for what should be in each flat can be found in the information folder.</p>
43. Refrigerator in the common kitchen (“Køleskab”)	<p>When you leave, any surplus food can be left in the common kitchen refrigerator. These items can be used freely by incoming visitors. The refrigerator will be emptied every Monday.</p>
44. Missing and broken items (“Mangler”)	<p>Please make a note of any missing or broken items in Nuno’s book found by the reception counter</p>

45. Key box by main door (“Nøglebox”)	In case the main door (to the reception in the main building) is locked upon arrival to Coração, the key box with a code pad is on the wall left of the main door. The code is 5050. Remember to put the key back in the key box and turn the numbers back to zero on the code pad. If you have lost your key to your flat and urgently need access, you may contact Nuno or Sonia
46. Information boards in the reception hall (“Opslagstavlen”)	Information boards at the reception contain information for occupants at Coração. The whiteboard in reception is reserved for activities and information for the current week (kindly use correct marker pen!)
47. Parasols (“Parasoller”)	<b>IMPORTANT!</b> Sudden and strong winds in the area cause parasols to break; please ensure that they are folded and fastened when you leave the terrace/pool area/balcony. Small parasols for the balconies are located in the storage room by flat 115 (please fasten securely to balcony railing when using parasols on balconies)
48. Parking (“Parkering”)	Please park in the large car park in front of the main building (or in the overflow car park to the north of the East Wing/by gas tank) and be mindful to park in such a manner as to allow space for other cars. Long term parking of privately owned cars should be in the overflow car park/by gas tank
49. Computer and printer (“PC og Printer”)	Located in the dining room - must not be moved. The printer can be used for copying and scanning to email or the connected computer. For printing from own electronic device, please download the App “brother iPrint&Scan” - additional printer paper and ink located in cupboard under the printer. If paper or ink needs to be replenished, kindly write this in Nuno’s book by the reception counter
50. Pool table and cues (“Pool bord”)	A pool table, cues and balls are located in the room next to the TV room. <b>PLEASE NOTE: the pool table and cues may NOT be used by persons under 18 years of age</b> , unless they are accompanied and supervised by responsible adults, as the surface fabric/felt of the table is very expensive to replace!

<p>51. Swimming pool/pool house ("Pool/poolbar")</p>	<p>The pool is a salt water pool, hence with very little chlorine/chemicals. <b><u>REMEMBER to wash yourself with soap in your flat (and do a quick rinse-down under the shower by the pool) - before entering the pool, so added chlorine/other chemicals may be kept to a minimum - kindly repeat a rinse-down shower by the pool if you re-enter pool</u></b> <b><u>PLEASE NOTE: children who are still in nappies MUST wear a swimming nappy to avoid contamination in the pool!</u></b></p> <p>On Wednesdays there should be no swimming until after the pool has been cleaned which is done at 9 am. (or as advised by Nuno/pool cleaner) Yellow padded plastic mats for the sun-loungers are located in the pool house. Kindly put them back after use and before leaving the pool area. Glasses and bottles are only allowed in the sitting area immediately next to the pool house. In the pool area, only plastic containers are allowed (plastic/drinks glasses can be found in the pool house: remember to clean and put back after use) In winter (from 1/9-1/5), the pool cover must be rolled out and fastened securely by the last pool visitors in the evening and must be rolled back by the first pool visitors in the morning Metal items (i.e. hair pins, coins etc.) falling into the pool must be removed immediately, as they may ruin the pool liner</p>
<p>52. Pool toys/inflatables ("Pool-legetøj")</p>	<p>Pool toys are located in the pool house – kindly tidy up/put such items back in pool house before leaving the pool area</p>
<p>53. Projector for TV etc ("Projektor")</p>	<p>Located in the room behind reception. Is operated via a remote control. Kindly return after use</p>
<p>54. Cleaning ("Rengøring")</p>	<p>The flat has been cleaned when you arrive. Any cleaning required during the week should be done by the occupants (cleaning remedies found on level 1 in storage room by stairs to reception). If occupying the same flat for several weeks, you may write your flat number on Sonia's list for Friday cleaning (placed on the white board) at the latest on Thursday morning.</p>
<p>55. Cleaning remedies ("Rengøringsmidler")</p>	<p>Located on level 1 in the storage room by the stairs to reception (toilet paper, soap etc. can also be found there)</p>
<p>56. Rainy weather ("Regnvejr")</p>	<p>The area is prone to very heavy rainfalls, particularly if in connection with a storm. So kindly remember to close all shutters (as water may otherwise flood the flat.) Kindly keep an eye on empty flats during showers (particularly if shutters have not been closed) and mop up any water; make a note in Nuno's book by the reception counter if further assistance is required.</p>

57. Left-over food (“Rester”)	At the time of your departure you may leave any excess food in the refrigerator/in the common kitchen by the TV room on level 2. The left-over food is free for any incoming guests at Coração (but will be thrown out on Mondays)
58. Smoking/vaping (“Rygning”)	Please be mindful of others and <b>ONLY</b> smoke/vape in one of the three indicated areas: 1. by the old water tower in front of the main entrance, 2. on the north (large roof) terrace or 3. on the south-facing large terrace away from the buildings, so as not to cause irritation to other occupants. <b>Smoking is not allowed indoors or in any other area of Coração.</b> In case of indoor smoking a fine has to be paid to cover the cost of extra-cleaning or even re-painting, payable by the smoker/responsible “andelshaver”/cooperative member
59. Bedlinen (“Sengelinned”)	Bedding and bed linen are available in the flat upon arrival for the number of persons booked in the booking system. Before departure: bring all bed linen, towels, bath mats, tea-towels and kitchen cloths to the laundry room opposite the tennis court - entrance in the East Wing between flats 111 and 112. Wet items should be hung up
60. Cutlery & crockery (“Service”)	A small single room flat should have enough cutlery and crockery for 4-6 persons and a double room flat should have enough for 8 persons If any items are missing, please write in Nuno’s book by the reception counter. If there are too many items in the flat, you can place the excess items in the common kitchen by the TV room (for social events you may borrow and return items from the common kitchen - please clean before returning it)
61. Games and cards (“Spil”)	Cards and board games are available in the pool room - next to the fire place - please return after use A cupboard with children’s toys and games for young children is located in the dining room - please return after use
62. Vacuum-cleaner (“Støvsuger”)	Located on level 1 next to flat 99, on level 2 in the room behind the reception, and on level 3 in the storage room next to flat 304
63. Sewing machine, needles and thread (“Symaskine, nål og tråd”)	A sewing machine is located in the the cupboard behind the reception - - please return after use
64. Iron and ironing board (“Strygejern og bræt”)	Located in the storage room on level 1, next to the stairs leading to the reception.

65. Dentist (Danish) ("Tandlæge")	There is a Danish dentist in Faro: Clinica Medico Dentaria Peter Nielsen, Hortas das Figuras, Lote 33, Loja Z, Faro. Tel.No.: + 351 289 865 530, email <a href="mailto:info@farodental.com">info@farodental.com</a>
66. Taxi and Uber ("Taxa")	Taxis are relatively cheap in Portugal. Our local taxi driver: Jose: +351 917 282 382 - Uber is operating in the Algarve but you need to have the Uber App installed on your mobile phone. Other local taxi's also available – cards by the reception.
67. Tennis and Petanque ("Tennis")	Tennis rackets and balls are located in the reception. Notes for booking tennis court can be found in the reception. Petanque equipment is also found in reception - the petanque area is located north of the tennis court
68. Toilet paper ("Toiletpapir")	Extra toilet rolls and kitchen rolls can be found on level 1 in the storage room next to the stairs to the reception
69. Top mattresses ("Topmadrasser")	10 extra top mattresses are located in the storage room in the East Wing next to flat 115 (accessed from the east side with the main door key). They are up on the attic in red plastic bags (a sturdy ladder can be hoisted down from the ceiling to get to the attic). Please return the mattresses in their red plastic bags to the same location before departure.
70. Theft - insurance ("Tyveri")	Coração has insurance coverage for simple theft of items if they are stolen from locked rooms and a break-in can be documented. Cash is not covered unless stolen from a locked safe. Please also check your own insurance for cover
71. Clothes driers ("Tørrestativ")	Located on all terraces and balconies connected to flats. An additional clothes line is located by the bike shed east of the East Wing. See also note regarding washing machines.
72. Portable heaters ("Varmeapparater")	Although all flats should have air-conditioning/heating units, additional portable heaters are located in the storage room on level 1 next to the stairs to the reception. <b>Please be mindful of the fire-hazard if using a heater: DO NOT cover heater - DO switch it off when leaving the room</b>
73. Washing machines (2) and tumble-drier ("Vaskemaskiner (2) og tørretumbler")	Located in the wash-room under the stairs leading to flat 210 (behind flat 109). Use the main key (and please lock the door when you leave the room). Detergent and instruction handbooks are available in the room
74. Walking poles ("Vandrestave")	Located in the storage room next to flat 115 in the East Wing - access with main door key through door on the east side. Please return to the plastic box, where they are kept, after use

75. Tea-towels and dish towels ("Viskestykker")	There should be two tea-towels and two dish towels in each flat. If any are missing, please write (in English) in Nuno's book by reception counter
76. Tools and toolbox ("Værktøj")	<b>Please consider if Nuno should be called upon to carry out repairs - if so: write in Nuno's book by reception counter!</b> If you need any tools for minor jobs, there is a box of tools by reception - please put the tools/toolbox back after use
77. Caretaker & gardener ("Vicevært")	Please write in Nuno's book by reception counter, if you encounter any missing or broken items in the flat. Nuno comes at least 3 times per week to carry out minor repairs. If an emergency - call Nuno on the mobile number set out at the beginning of the ABC guide (this also applies to emergencies in the park areas such as burst water pipes etc.)!
78. Wifi	The code is Coracao2014
79. Wine club ("Vinlaug")	Coração has a vineyard and a wine club. If you are interested in joining you can contact Bjarne Jørgensen on email: <a href="mailto:bjarnej@privat.dk">bjarnej@privat.dk</a>

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For suggestions, corrections or amendments - kindly contact Elin Kristensen:

[elin\\_kristensen@hotmail.com](mailto:elin_kristensen@hotmail.com)