

## **A few handy hints 2013**

Welcome to our Villa - Marcolina 42.

You are now in Alcossebre which is part of the Valencia region, with at least 300 sunshine days a year - and thereby also 65 days without so don't be so disappointed if a day or so is with less sun, the sun will come back!

The Villa was built 2004 and we took it over during 2010. We have refurnished it to Nordic look inside.

As you enter the Villa you will find fruits trees and strawberries  
- just feel free to pick what you like!

Below you will find some useful information.

Please enjoy your stay!

Contact information

By email: [johan.eriksson@stenpart.se](mailto:johan.eriksson@stenpart.se)

By phone: +46 730 422 303

### Air condition units

The Villa has 3 Panasonic air condition units, 2 downstairs and 1 upstairs. They are controlled with a remote control. Each unit can be used either in cooling or heating mode. Please make sure you have all doors and windows closed when using the air condition (to save both the systems and energy).

Note: the two air com units downstairs share the same outdoor unit. Therefore it is necessary they are BOTH doing cooling OR heating. Please make sure you select the same on both remote controls.

### Barbecue

There is a charcoal grill you can use if you want. Just be careful with the heat and risk of fire. Charcoal could be placed in the pool room. Please don't use the kitchen tools when using the barbeque.

### Beds

The Villa has bedding for 6 people. Also, there is a roll away bed, normally placed in the pool room. If extra linen is needed, please contact Mamen at Albert Villas (see below).

#### Bed upstairs

- It is 210 cm wide and 200 cm long
- The bed lightning is operated by touch control above your head

#### Beds downstairs

- As you come in, the left bedroom, the bed is 160\*200 cm
- The right bedroom is 160\*190 (actually 2 beds each 80\*190 cm, just push them apart as two separate if needed).

### Check out and your departure

We hope you had a pleasant stay. Please remember to take your belongings and whatever you have in the safe deposit. Your departure time is 11.00 as the cleaners will need to come to the house to make it ready for the next guests coming, likely that same day.

It is always appreciated to get you comments on your stay, good or bad! Feel free to write in the Guest Book, normally placed in one drawer below the tv. If something went wrong or so, please let us know so we can correct it for the next guest. Please take out all beddings and put linen with towels on the floor downstairs.

### Cleaning and maintenance.

The Villa be cleaned by Albert Villas when you leave. If you like or need to do some cleaning yourself, there is a vacuum cleaner in the pool room. Also a bucket and swab can be found in the pool room. If you need to get rid of stains, please use only appropriate sprays (if not under the kitchen sink or by the washing machine, Consum has it).

### Departure

Return the key as agreed upon (normally with premarked envelope).

### Dishwasher

The dishwasher is simple to use, please use the multitab tablets (pillow style) under sink. For normal use, press the “ON” button (open door, the most right one), the select the programme you need by stepping (pressing) the left black button, we usually use the “e” programme.

Normally, there should be plenty of “washing pillows” found under the sink, as well as salt to be filled if needed. If you need to buy salt tablets, Consum has it.

*To use the dish washer, please follow these steps:*

- 1. Open the door, press down the very left button “Auto off”*
- 2. The display then shows “Choose program”, press the left key down, step to the program you prefer (depends off course on how dirty it is)*
- 3. Press the right key at the display downwards, display says “Close door”*
- 4. Close the door and it should start automatic, the machine is very silent so it is hard to hear if it is running, a display is showing the remaining time on the floor (Very cool) and when it is done it will also beep.*

### Notes

1); if the display says “Fill salt”, it is recommended that fill salt by the grey plastic cap to the left inside the machine. Salt is found in the cabinet under the sink. If not there will be a a “coating” on the glasses due to the water.

2) there is sometimes a small leak inside the dishwasher so don't be too surprised if there is some water at the bottom inside the machine. To be on the safe side it is recommended to turn off the water to the dishwasher by turning the tap inside the cabinet (under the sink) to the right when you don't use the machine (to avoid flooding).

### Electrical

The power is 220 Volts, EU style sockets. The fuse box is found on the wall just inside as you enter the front door. Now and then power can go out and/or a switch can fall out. Just flip the switch back into the proper position if this happens. If there is a power outage for the whole area – happens now and then – the power is usually restored within an hour or so.

#### Fire extinguisher

You can find a Fire extinguisher in one of the bedrooms.

#### Fruits and trees at the Villa

As you enter the Villa on your left you will find palm and fruits trees. Top level is one lemon tree and one orange tree. Mid level you will find a smaller orange and the single tree down by the pool level is a Mandarine. To the right of the Villa you will find a palm tree and further to the right a Aloe Vera. Below that several flowers and then a land of strawberries (2 different kind). Below that several plants of “aromaticas” – use them for cooking.

Behind the pool, on level down you will find (from left to right, facing the Med) a fig tree, a Pomegranates, next that a Nispero tree (in english: medlar?) and then a pear tree.

#### Hot water

The hot tap water is heated by a boiler in the maintenance room (no access for guest). Please contact Johan Eriksson or Albert Villas if there is a problem.

#### Internet

The solution currently available is using a mobile 3G with a wifi-router. It has limited capacity so please only use it for email and normal surfing (please do not overuse it with music / video etc.)

For public solutions, several cafes and bars in Alcossebre offers Internet, La Maya and Mare Nostrum has free internet (ask the staff for the access code).

#### Key

Always remember to bring the key when you leave the house. If the key is in the door lock inside, the door cannot be opened from outside (=problem!!)

#### Kids kit

For our younger guests, feel free to use any “water toys” or games. Also there are things available in the pool room (roll away bed), baby bed (in a bag), a small "gate" to be placed as you walk down the stairs on the terrace, and baby seat for dinner table and a stroller / sulky.

### Kitchen

The cooker, press the right most touch key (red) to turn ON or OFF, after that, press the middle touch key to select what part of the cooker you use, step the heat up/down with +/-.

Normally the fridge is on, however if the fridge is not plugged in when you arrive, please do so, the electric socket is behind the fridge on the back wall.

The fridge makes some funny noises sometimes, sounds like an animal. That is normal and you cant do much about it.

Please empty all your things from the fridge and the freezer as you leave.

### Local agent Albert Villas

The local agents are Albert Villas. Primary contact is “Mamen” (she speaks Spanish and also English) or Herminia (she speaks Spanish and German). They take care of the laundry and cleaning and also – if needed - they can be contacted at their office either by visit (on the main road into Alcossebre) or on 0034 9644 12600. In case of emergency if Albert Villas are unavailable please contact Johan on +46 730 422 303.

### Pets and animals

Pets are not allowed in the Villa.

### Pool, pool room and outside furniture

The pool is approx. 8\*3 metres, kidney shaped.

The key to the pool room is the same as the front door house key.

The pool furniture, bar table etc. is normally kept either outside or in the pool room. Sometimes it can get very windy so please make sure you bring things inside when needed.

Please only use plastic glasses and plates by the pool area. It is very difficult to get rid of broken pieces of glass and we done our guests to get hurt!

### Private Property

There is a Private Property storage room accessed from the terrace where our private things are stored. This door has a separate key and no access for our guests.

Also, in the pool room there is a inner room marked as Private Property. It is locked and also not accessible for our guests.

The maintenance room is also unavailable for our guests.

### Rubbish

You need to take care of your rubbish and empty all garbage yourself. On the road down to the village there are a number of green plastic containers where you can get rid of all garbage including empty bottles and cans etc.

Household rubbish is usually collected daily. Please do not leave any rubbish around the Villa as it attracts cats, birds, insects etc.

### Safe deposit

There is a Safe Deposit Box in the left closet in the lower left bedroom on the entrance floor. You enter the 3-6 digit code you have received by email

- Lock: enter the code you received, press "A" and turn the knob to the left.
- Open: enter the code and press "B" and turn the knob to the right.

If you forget code or some other error, please contact the owner Johan Eriksson on phone +46 730 422 303.

Please do not tamper, reset or enter any new code. If you take out the batteries the lock will have to be reset manually by maintenance people.

### Security

Marcolina is considered to be a safe area. However, you never know and it is better to be safe than sorry. So please make sure all windows are closed and that all doors (incl. by the pool) are properly locked when you leave the house.

It is also recommended that you bring down all outside metal curtains during night (it also will make the villa darker). If you leave any valuables in the

Villa, it is recommended to use the Safe Deposit Box in the left lower bedroom

### Shopping

For shopping, several shoe shops can be found in Alcossebre.

For clothes and other things Benicarlo has several shops, it will take you 20 minutes drive, northbound, take the “red” 340 road.

A little bit further on from Benicarlo in Vinaros (25-30 minutes by car north from the Villa, also on “red” 340), you will find several stores around the Carrefour center (on your left). Also the Vinaros has several sea food stores.

In Castellon (30-40 minutes south, either by “red” 340 or AP-7 Motorway), you will find most of what you need. Castellon is the nearest major city.

If you like Carrefour you can find one store in Vinaros and one in Castellon.

### Smoking

Spain introduced very strict non smoking rules during 2010. The Villa is also non-smoking. Please only smoke outside and if you smoke around the pool area please use empty cans as ash trays.

### Supermarkets

For Alcossebre the CONSUM store (on the road as you drove in) is very good, has most of the things you need including fresh bread, seafood and meat. Opens normally at 9:00 and closes at 21:00 (except on Sundays when they close at 17:00)

SPAR (“downtown”) is also quite good, it is open most of the week.

There are also a number of smaller Supermarkets, the closest one would be ISVER, take the first road down to the beach, on your left.

In terms of supermarkets we tend to do most of the shopping in Alcossebre or Vinaros or Castellon. Most of the kitchen things, glasses etc. have been purchased at Eroski and CASA.

### Stereo

There is a Philips Tower stereo in the living room. It can be used with Apples Iphone and Ipods for charging. If you have Iphone 5 or Ipads you

can use the aux-cable. Just press the SOURCE key until you get the proper selection.

### Terrace furniture

The large sofa on the terrace with beige cushions, please be careful if you spill anything. If you do, unzip the cover and wash it but use only cold water to clean, do not use any rinsing as it will damage the water resistance of the fabric.

### Towels

Please only use the pool towels at the pool.

For the beach, do not use the Pool Towels or other towels from the Villa.

### TV

There are two flat screen TVs in the Villa. The living room has a 47 inch Grundig. The master bedroom (upstairs) has a 42 inch Grundig.

The flat screen TV in the living room has several watching options:

- Spanish terrestrial network (TV has a built in receiver inside)
- Satellite receiver (Triax) for Astra 2A / Eurobird etc. Use input HDMI1.
- Sony Playstation 3 (two handles are available). Use input HDMI2.
- USB input, this is really good if you bring your own usb device for films, music or stills, a large usb disk works fine and you use the menus on the TV for selections.

For watching Spanish terrestrial channels, do as follows:

- The terrestrial channels are selected directly by the remote control on the TV (the TV has a built in terrestrial receiver).
- There are also a number of radio channels available on the terrestrial network

For watching satellite channels, do as follows:

- Switch the TV input to HDMI1, by pressing the remote control
- Select the channel you like on the satellite receiver (Illusion)
- There are also a number of radio channels on the satellite network

For PS/3 games or DVD using Sony PS/3:

- Switch the TV input to HDMI2, by pressing the remote control
- Use the Sony PS/3 handle to operate

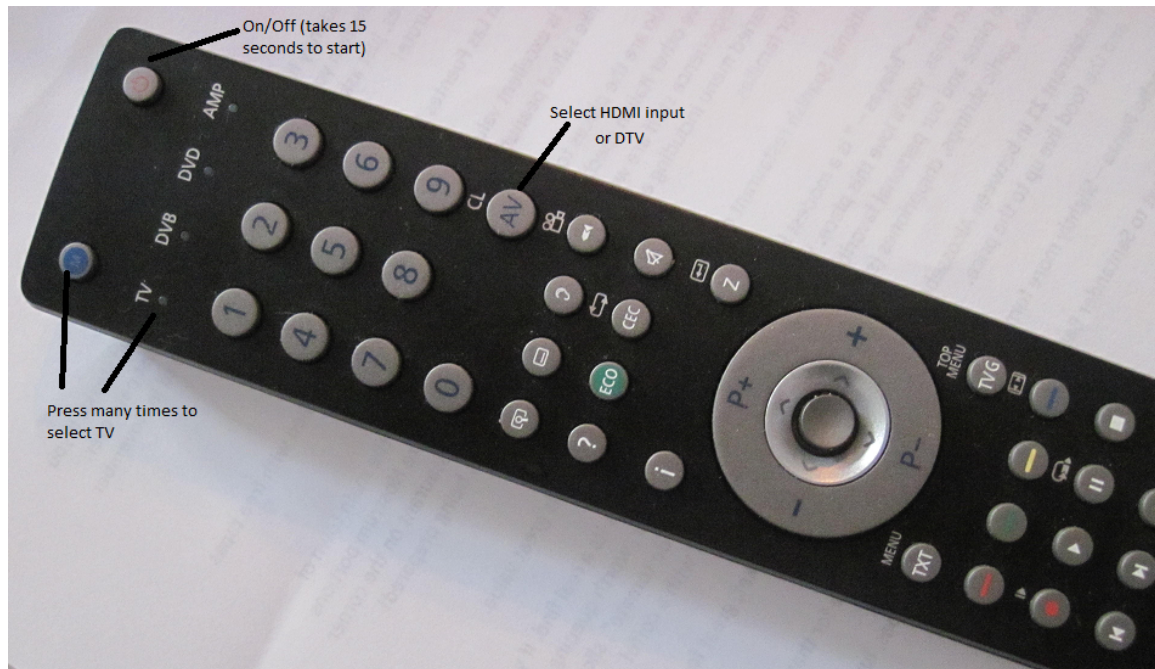
For USB:

- Use the remote control for the tv and select the usb device, navigate using the remote.



The Flat screen TV in the master bedroom upstairs has TV and radio channels from the Spanish terrestrial network (not satellite). To operate, always use the remote control. This TV has also USB-port for external disks. There is also a dvd-payer (HDMI1).

Instructions:



### Washing Machine

A washing machine can be found in the pool room. Just use as normal.

### Water

Very occasionally the water in the house can go off, even though the water still works in the outside pool shower. This is the water to the area, and is usually restored within a couple of hours. If it doesn't come back on please call Albert Villas first to have them verify the cause.

Regarding drinking water, do not drink the tap water. It is OK for rinsing food etc but use only bottled water for tea, coffee and drinking.

### WC

Sometimes the WC flushing can be dripping, most likely the flush mechanism has been jammed so just firmly push both chrome buttons a couple of times.

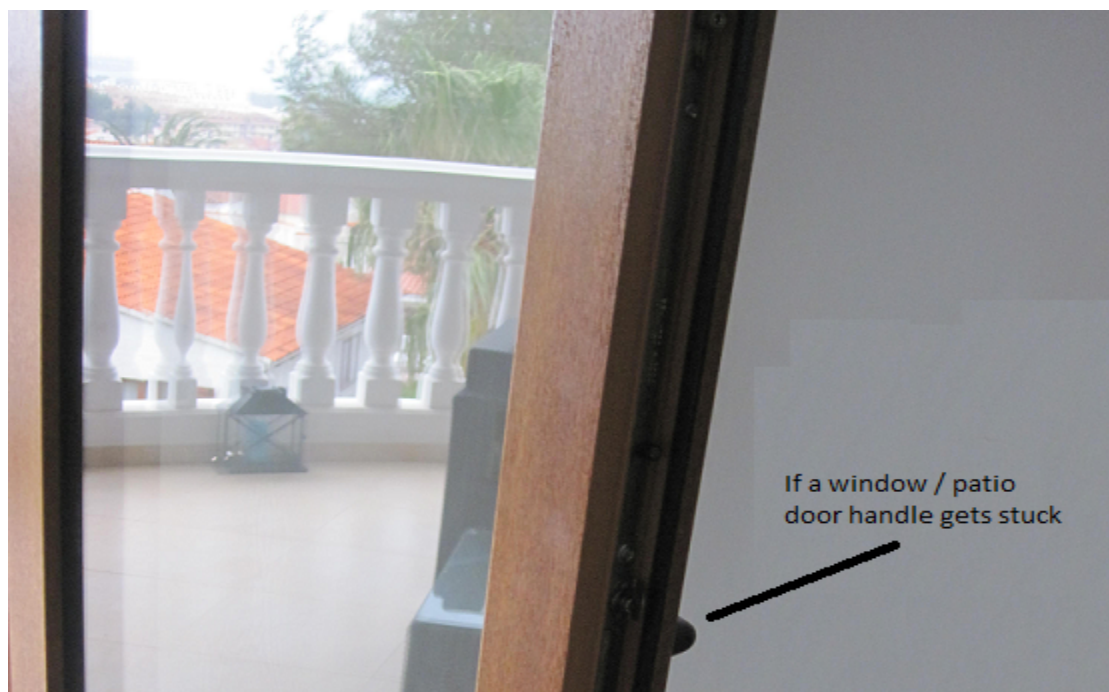
### Windows and Patio doors to terrace, and metal blinders/shutters

The windows and patio doors are both “tilt and open” type. With the handle pointing down (6 o’clock) they are locked. Turn the handle upwards 90 degrees (9 o’clock for left doors and 3 o’clock for right doors) so that the handle is parallel to the floor, it opens the door. If the handle is pointing directly upwards (12 o’clock) the door tilts inwards. Make sure doors are properly closed and locked as you leave the villa.

Please be careful with the doors and windows as if they are not operated correctly they can jam either open or shut. If the happens, like it is both open and tilted open, carefully push the door back into its frame with bottom first, then again carefully push back the upper part of the door as well and do the proper adjustments with the handle. Please do not use any force!

In some rare occasions, it happens that the handle feels stuck, i.e. can not be turned either way, be very careful and do not use any force. Instead, press the small metal piece in the middle of the door, while turning the handle in the right position.

If the door handle gets stuck...



Do like this.....



Another little tips.....

The metal blinders outside the windows are operated by pulling the string next to the window / door either up or down. If it gets hot inside the Villa at night with metal outside blinders down, slightly pull the string a few centimeters up, that will open ventilators of the blinders but still be dark at night.