

Dept. Housing

Potsdam, xy 201x

- Behavior in case of emergency-

We ask all students living in this residential building to adhere to the following procedure:

In case of emergency, the caretaker shall generally be contacted first. The caretaker's phone number is already known (see separate notice on the notice board).

— Cases of emergencies are: events that occur suddenly and endanger the life or health of the residents and/or affect the state of the building.

Cases of emergencies are, for example:

- *intensive smell of gas in the building*
- *burst of the radiators, heating pipes, water supply and sewage pipes*
- *blockage of the waste water downpipes*
- *total failure of the entire electrical system or of the heating system in the apartment*

No cases of emergencies are, for example:

- *lost room keys or accidental lockouts*
(In such a case, we recommend to call the **locksmith service** Potsdamer Sicherheitsgesellschaft mbH (**PSG**); **Telephone: 0331/ 275100 or 2803826**; the Studentenwerk Potsdam will not bear the costs!)
- *failure of the TV or internet connection*
- *dripping taps, drain sets or toilet flushes , clogged sinks and toilets*
- *dripping thermostat radiator valves, cold individual radiators, broken wall sockets, hot plates and refrigerators or partial power failure in the apartments*

If the caretaker/ property manager cannot be reached by phone outside business hours, please call the following emergency numbers to report the emergency:

- 1. Sanitation and Heating:** Firma Jutzy, Telephone: **0800 - 24 11 200**
- 2. Electronics:** Firma K+S Elektroservice, Telephone: **0177 – 80 60 800**

Please find further contacts on the notice board.

Your Studentenwerk Potsdam