



LA PIAZZETTA SUL CORSO APPARTAMENTI

Gubbio, Via Cairoli - 25 | Via Piccotti, 6

APARTMENT “IL CORTILE DELLA MAGNOLIA”



HOUSE MANUAL

For correct use of the apartment



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1 - WELCOME

Dear Guest, first of all we welcome you to Gubbio.

This small booklet aims to provide you with all the information you need to use the accommodation, without finding yourself in difficulty using the facilities and equipment, and enjoy a totally relaxing stay. However, you will always have someone nearby who can be reached via mobile phone, ready to provide you with the necessary information. Let's start.

2 - YOUR REFERENCE CONTACT

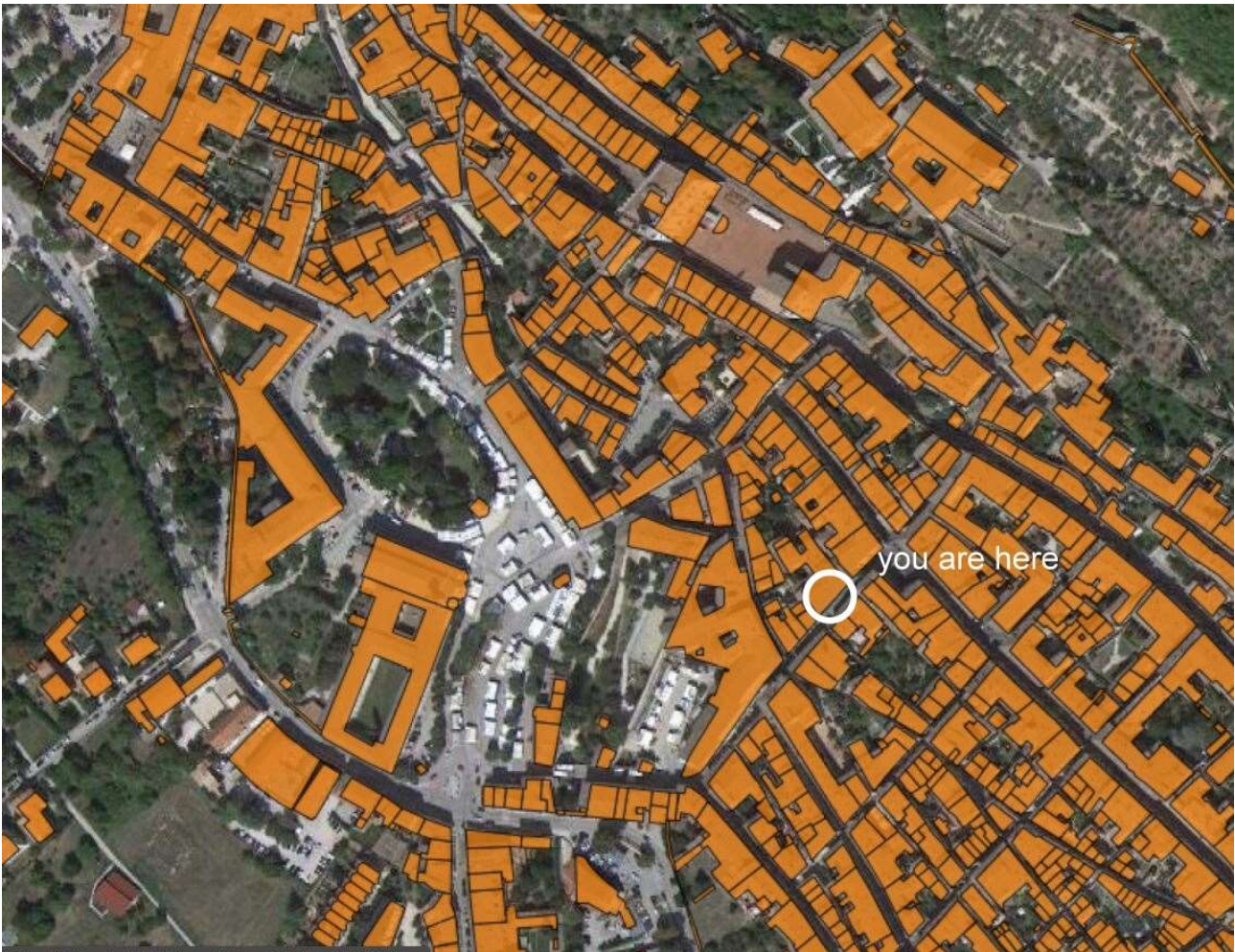
The contact person for any information or need, is the owner of the apartment, Mr. Zoe Mario Rossi whom you probably met on arrival. He will be your Tutor, reachable via mobile phone 8:00am-08:00pm at n. +39 335 1340803; Take note of this telephone number: it can be useful at any time during your stay.

3 - ADDRESS

Your apartment is called "il Cortile della Magnolia" (the Magnolia courtyard)" and it's located at this address: 25, Via Cairoli, Gubbio (PG) - 06024, Italy.

The main entrance is from the portal with columns of which you have been given the key. The following map will guide you in finding your place.

4 - MAP OF THE HISTORIC CENTER



5 - TRAFFIC AND PARKING

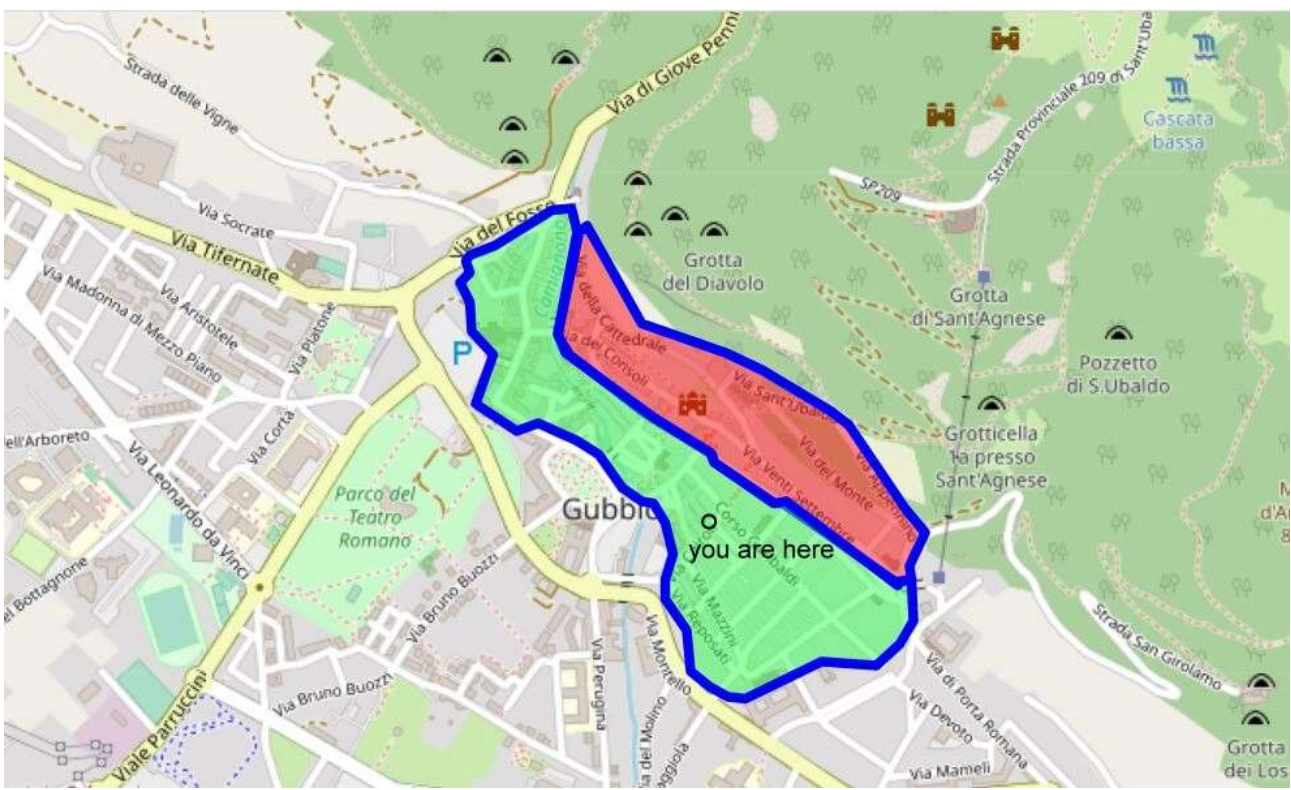
Traffic in the Historic Center (H.S.) is regulated by the ZTL (Limited Traffic Zone) so you will have to pay attention to the signs placed at the entrances to the H.S. to find out if the transit is open or closed. The ZTL is made up of two zones: **the red one**, which concerns the monumental part of the town, has very restrictive access times and no parking possibilities. It is much better to visit it by foot, also because your accommodation is no more than 10 minutes walk from the most interesting places (Palazzo dei Consoli, Piazza Grande) and you can reach them with public lifts and take a wonderful walk; but more on that later. Rather, in **the green**

one, that is the area in which your accommodation is located, you can circulate at the following times:

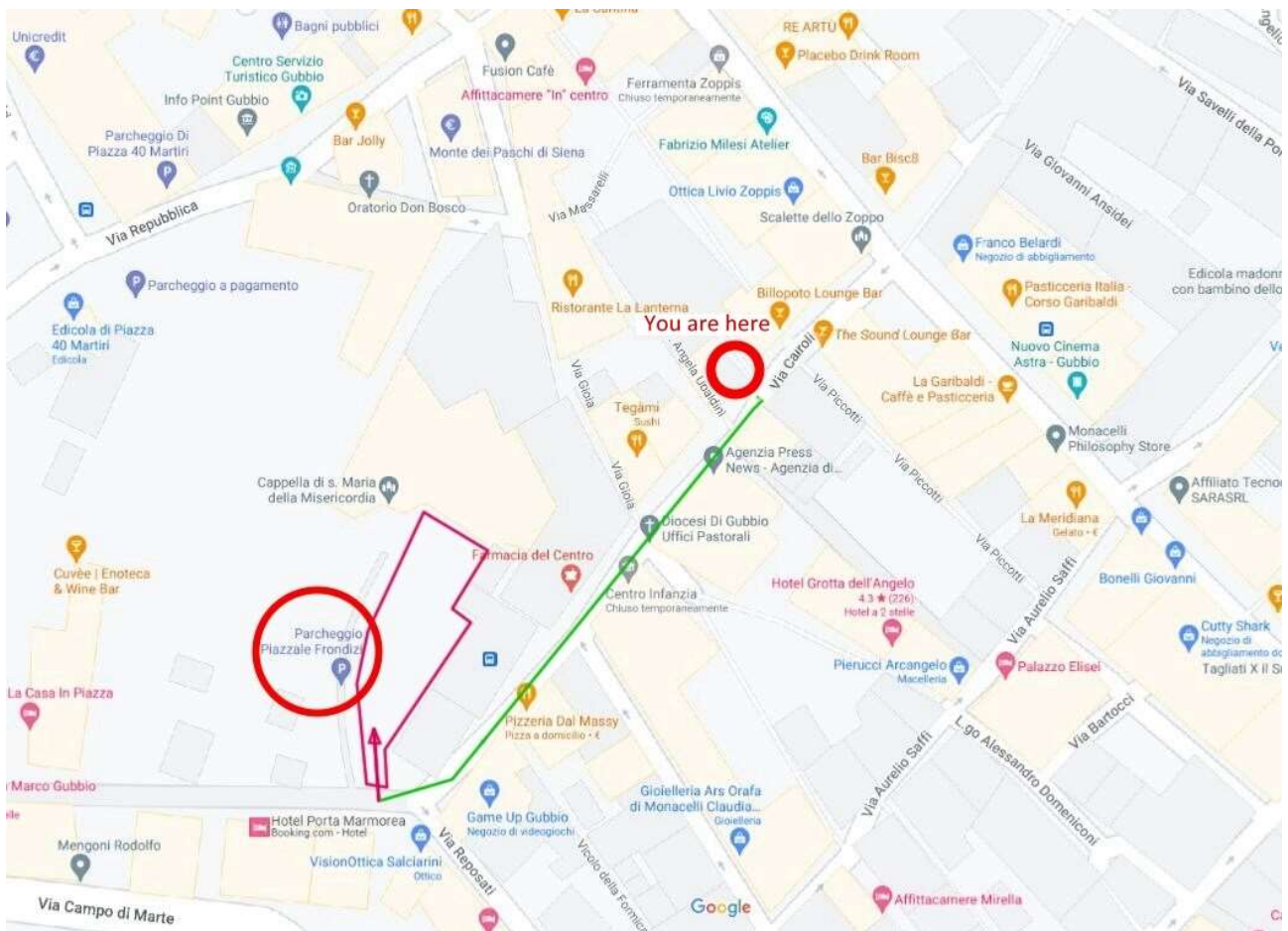
WORKING DAYS - from 06.00 am to 8.00 pm,

HOLIDAYS - from 06.00 am to 11.00 am

You can park for 30 minutes, for loading and unloading luggage, displaying a parking disc. The following map will orient you on the conformation of the ZTL. Attention! There are periods in which these times may vary for particular events; don't worry, your Tutor will inform you.



But let's now solve the **parking** problem: the most convenient and accessible for you is the Piazzale Frondizi car park that is no more than 150 mt. away from your apartment and can be reached by foot in about 3 minutes; parking is charged from 8.00am to 08.00pm and free during the night. Where? look at the map below. The green route is the one you will have to do by foot.



Recap:

- you can reach your accommodation by car every day, from 06.00 am to 08.00 pm for loading and unloading luggage or pick up and passengers, because you are in the Green Limited Traffic Zone, except for holidays when the transit is open from 06.00am to 11.00am. Stopping (max 30 min .) and not parking is permitted. **Attention! Before 8.00pm the car must be taken out of the restricted traffic area.**
- you can park your car in Piazzale Frondizi, outside the green restricted traffic area, for a fee from 08.00am to 08.00pm, free during the night.
- if you think you won't use your car frequently, and don't want to pay for parking, find a free car park: there are

enough in the immediate vicinity and your Tutor will be able to tell you where; Remember, these parking places are not guarded.

Finally, if you have the car authorized with the permit **DISABLED PEOPLE** your Tutor will help you report via email to Police command the license plate number, attaching a copy of the **Disabled granted**; in this way you will be able to circulate freely in the restricted traffic zone and also park in the car parks for free for the entire period of your stay. Be careful not to park in the places reserved for specific disabled people, marked with a sign with a number as the one in the following photo:



These parking spaces are reserved to a single disabled person and are not available to other disabled people.

6 - WIFI CONNECTION

Now connect your smartphones. In the living room, on the small table-under the TV there is the **WiFi Hub**; to connect

your smartphones just scan the **QR code** shown below, or enter the password.



Network name: **TIM-32086407**

Password: **dDKUf5AGfcUfCk2RF35UZdN**

You will surf via fiber optic at over 300 Gb. Connected? OK.

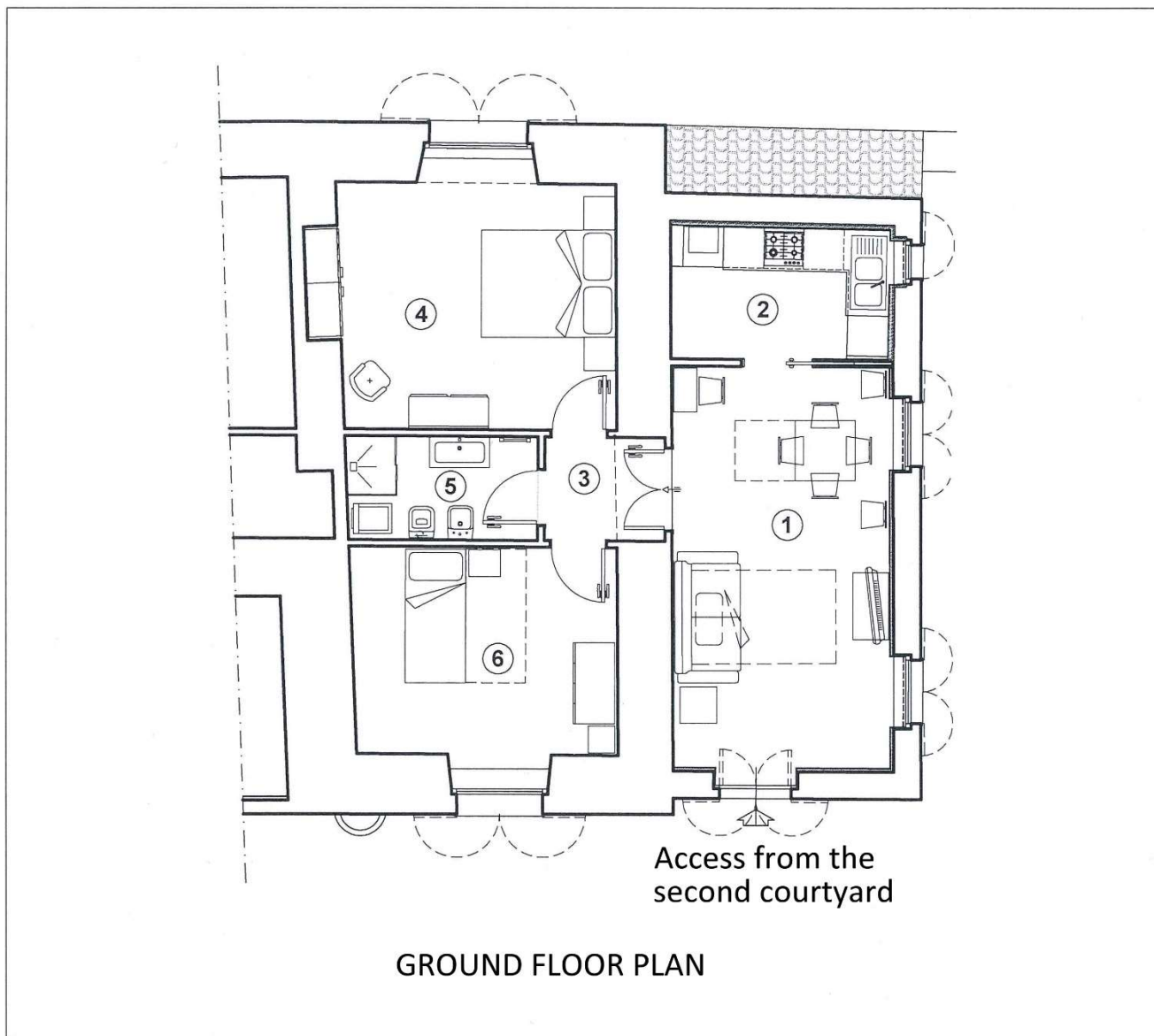
7 - YOUR APARTMENT

Hope you enjoyed it!

The apartment, completely renovated in 2023, is distributed on one level on the ground floor and without architectural barriers, facilitating accessibility even to elderly or disabled people; the entrance door overlooks a courtyard from which you can see a garden with a large magnolia tree, which gives its name to the apartment.

Entering there is a large living-dining room (1) with the TV relaxation area, at the end there is the kitchen (2) and on the left the glass door that leads into the hallway of the sleeping area (3) which leads to the double bedroom (4) to the bathroom (5) and to the second twin bedroom (6).

See the apartment plan below.



I describe the furniture to you:

(1) - living-dining room as soon as you enter, after the door end the open display case, on the right there is the container for the keys and on the left the ENEL panel.

The living area has a sofa, a floor lamp and a low table; in front there is the 55" SMART TV with all digital channels or via WEB; the remote control Samsung is the best known in the world. Under the cabinet on the TV you will find some guides of Gubbio and Umbria. The dining table is extendable for 6 people, which correspond to the maximum number of seats bed of the accommodation and another small table support, desk; the sofa can be transformed very easily into a normal double bed. You will find beds ready for the number of people book.

(2) - kitchen is separated from the living-dining room and equipped with a window in front of the sink, which opens as normal or as flap door. The kitchen has everything: Fridge, freezer, dishwasher, electric oven, hob gas, extractor hood, espresso machine and all the crockery necessary for cooking and setting the table. Attention! Remember to turn off the tap hob gas, you never know, even if the hob cooking automatically stops the gas flow if not there is a flame and be careful with the kitchen knives; they're razors! However, there is a smoke detector in the apartment and Co2 which would set off the alarm if there was smoke from hob or Co2 from the boiler (we will talk about this in point 16 - PAGE. 17). The heating boiler is in a tall cabinet on the left side of the kitchen. There is no need to intervene in any way on the Thermal Power Plant; It is remotely regulated via WiFi connection: any anomaly is automatically reported to your Tutor, which will intervene immediately. It powers the heating on the floor and produces domestic hot water (of this we will talk about it later in the Air conditioning system chapter winter PAGE 15).

(3) - night hallway which is accessed from the glass door on the left side of the living room.

(4) - double bedroom equipped with antique furniture walnut, a double bed, a large wardrobe, two bedside tables, a three-drawer chest of drawers with a mirror above, a luggage rack and an antique "Savonarola" style chair; a large window overlooks a characteristic alley of the Old Town.

(5) - bathroom with fully equipped shower and heated towel rail to heat towels and bathrobes; naturally in winter! The radiator is connected to the heating system heating and heats only when the plant is on. At the bottom left is the washing machine; if you use it remember to open the water tap first behind the washing machine and the electrical switch; close them again later use. The use is very simple, your Tutor will explain it to you.

(6) - room equipped with one or two beds, which can become a twin bed, a wardrobe with internal chest of drawers, a bedside table. Next to the wardrobe there is the portable air conditioner. A large window overlooks the internal courtyard with a view towards the Historic Center.

All here, in 61 m²!

8 - FINISHES

We did our best! Solid wood parquet, branded kitchen, high quality bathrooms and accessories, modern and functional equipment, insulation and fixtures compliant with the law to reduce energy consumption, LED lighting.

Please, take care of it!

9 - LINEN EQUIPMENT

For each guest:

1 towel, 1 large shower sheet, 1 washcloth bidet, bath mat, personal hygiene products, bedding and blankets for every season, on every bed required.

There is no change of linen during the week; A midweek change can be requested and will be provided delivered a new set of towels and sheets at cost of the laundry €15.00 for each bed to be changed.

10 - KITCHEN PRODUCTS

A welcome bottle of Prosecco in the fridge;

Sparkling water 1.5 l.

Natural water 1.5 l.

10 Espresso pods

1 l. of milk in the fridge

1 pack of Olive oil

1 pack of vinegar

Sugar in sachets

Marine salt

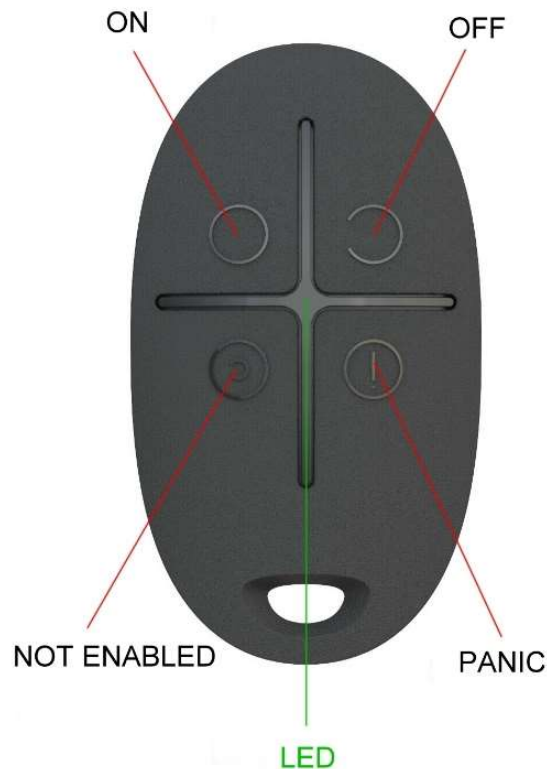
Black pepper

Dish soap

11 - ALARM SYSTEM

The apartment is equipped with an anti-intrusion and security alarm. Together with the traditional keys, you were given a **remote control** that turns the **anti-intrusion alarm** on and off, so that you can turn it on or off when exiting or entering and be safe in your absence. The functions are very simple:

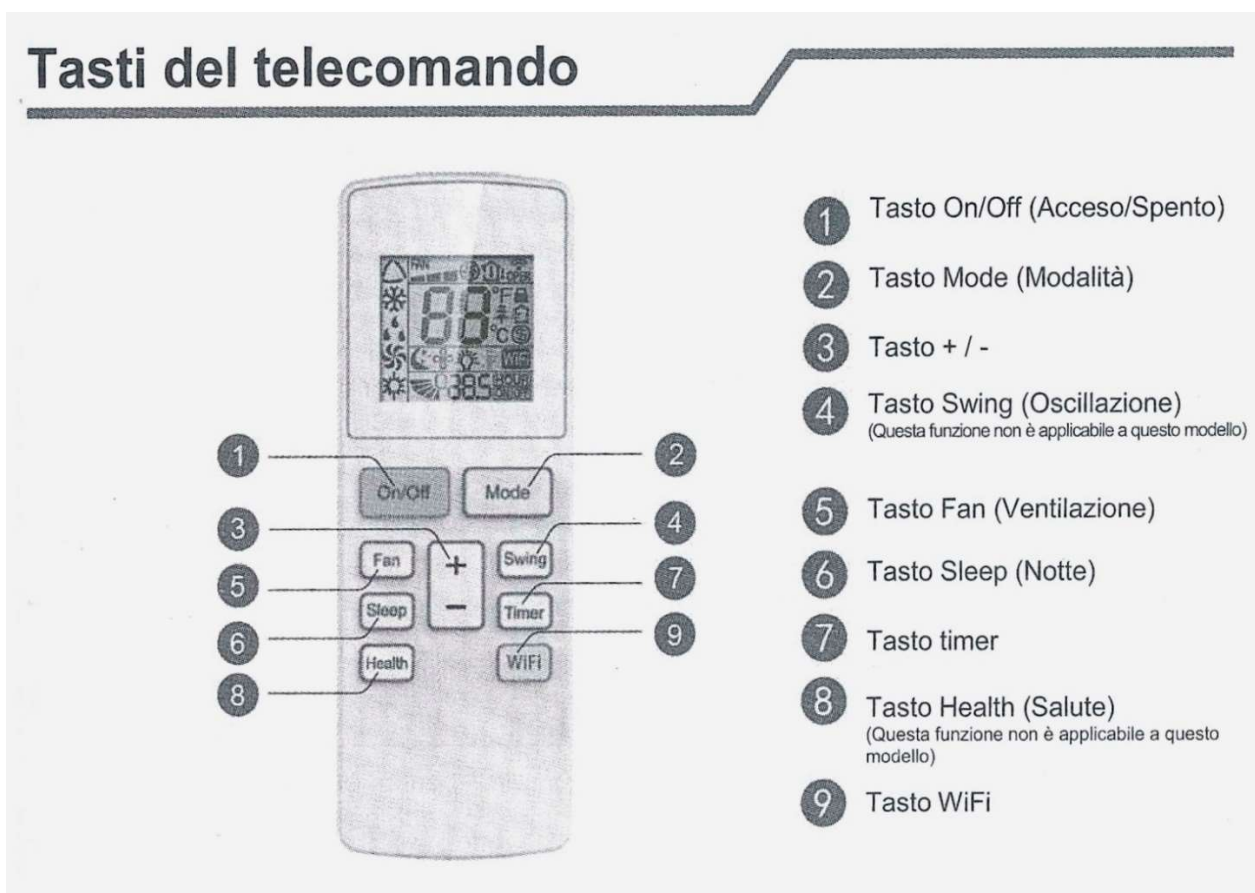
The PANIC button sounds the alarm in the event of any emergency, even if the alarm is not armed. The message will reach your Tutor who will contact you.



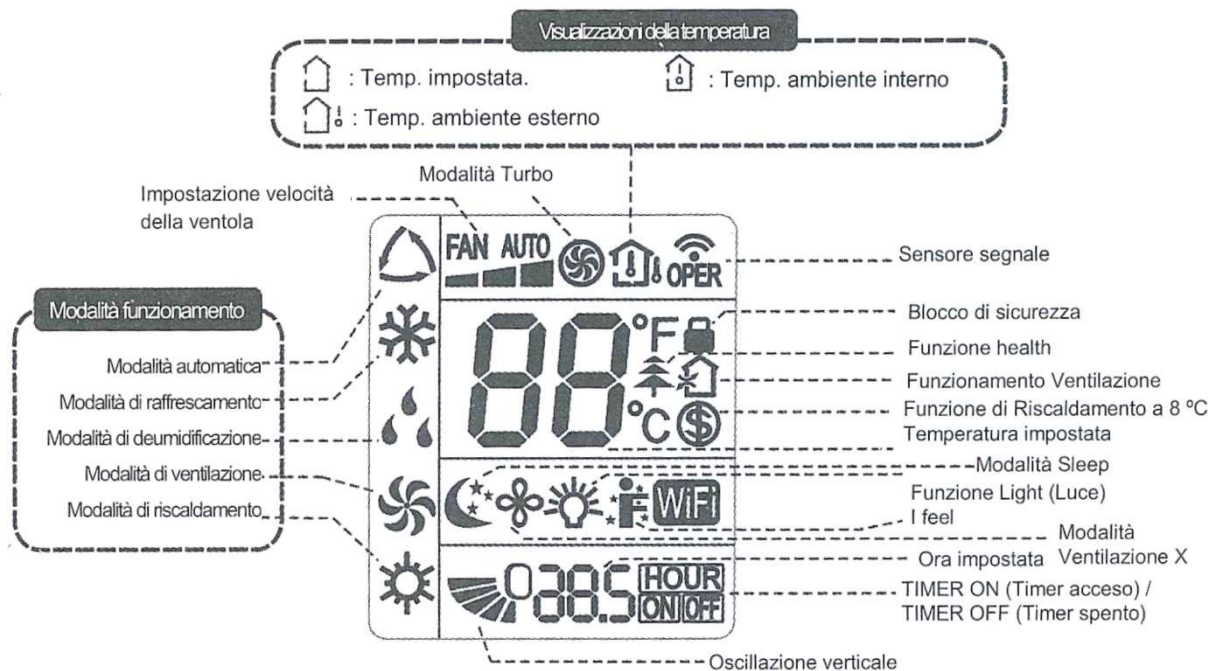
If a break-in is attempted, a siren will sound for a few minutes and your Tutor will receive an alarm alert. In this case, the Tutor will call you and carry out the check and then silence the alarm via WiFi. The system is the perimeter type, which means that if any window facing the outside is opened with the system turned on, the alarm will sound. On the outside in the courtyards, two cameras are also installed which frame the main and secondary entrances; they are only used to monitor the apartment when it is **NOT** occupied. If guests are present, the cameras can be deactivated upon request.

12 - SUMMER AIR CONDITIONING SYSTEM

The apartment is equipped with a summer air conditioning system (air conditioner) which refrigerates the air inside the accommodation in very hot seasons. It is a portable unit, located in the entrance wardrobe, which, if necessary, is placed in an environment (preferably the living room) by connecting the hot air emission pipe to the outside (via the half-open window) and with a **remote control** it regulates temperature, intensity and direction of air flow; the main functions are shown in the following images. Your Tutor will install the air conditioner and teach you to use the remote control in a practical and concise way.



Introduzione icone sul display



NOTA: "WiFi" Questo è un telecomando generale. Non tutti i modelli dispongono di questa funzione. Consultare il modello specifico.

13 - WINTER AIR CONDITIONING SYSTEM

On this point there is no need for the Tutor to give you explanations on how it works: It's all automatic.

The system is underfloor radiant and is equipped with a continuous internal and external temperature detection system, which sends all the information to the Tutor on the operating status and automatically adjusts the switching on and off of the boiler so that the temperature is kept constant set temperature. Here you just have to set the desired temperature via the **thermostat** which is located in the hallway of the night area.



The two numbers you see on the thermostat display indicate on the left the temperature present at that moment, on the right the desired temperature; increase or decrease this last value as you wish, using the + or - keys. Then there is always your Tutor!

Domestic hot water is produced continuously, summer and winter. In summer the temperature of the water supplied is 40°, so there is no need to mitigate it by also opening the cold water tap; in winter it is set at 43°. If you want different values, I'm always here!

14 - FIRST AID KIT

I hope you never need it but:

- The First Aid Kit is in the main bathroom, in the drawer under the sink;



15 - EXTINGUISHER

The fire extinguisher is in the waste bin under the kitchen sink.



To use the fire extinguisher, follow the instructions on the label.

16 - SMOKE and CARBON MONOXIDE (CO₂) DETECTOR

In the hallway of the sleeping area, a smoke and/or carbon monoxide (CO₂) detector is installed; it is an additional safety feature to warn you of any leakage of fumes (oven, kitchen, fire starting) or carbon monoxide coming from any other type of combustion.



The flashing LED informs you of the operational status of the alarm:

- green - normal operating state
- red - alarm state and an internal siren sounds;

in this case the first thing to do is open the external windows and ventilate the rooms; then press the test/silence button to silence the alarm; finally identify the cause that produced the smoke and, if possible, arrange for it to be extinguished. You have the small portable fire extinguisher at your disposal, under the kitchen sink. Call your Tutor immediately.

- yellow - malfunction; battery exhausted. Report it to the Tutor.

17 - ELECTRICAL SYSTEM

The general electrical system panel is in the entrance, on the left as you enter. It is made and certified in accordance with the law, with earthing of all sockets (including household appliances) and circuit breakers, which serve to

interrupt the current in the event of an accidental short circuit; in this case the switch in the control unit must be reset.



The lighting fixtures are all LED. The available power is 3.5 kW so you need to be careful **not to overabsorb** by turning everything on at the same time (hairdryer, dishwasher, TV, oven, air conditioning, etc.). In this case, the supply could be interrupted in the external meter panel, which is located in a sheet metal door located in the 2nd courtyard. And then I will have to intervene because it takes a special key to open the door and reconnect the main switch. A few minutes and I'll be there.

18 - VIDEO INTERCOM

The video intercom is connected to the access from Via Cairoli 25/b; the very simple functions are illustrated in the following figure.



19 - WASTE DISPOSAL

Door-to-door waste collection is in force in the city. The waste produced during your stay must be placed in the appropriate separated containers, which you will find inside the kitchen, under the sink: separate paper, glass-aluminium, organic. If they are full or you want to remove them from the kitchen to avoid bad smells, you can seal the bag and place them in the larger containers differentiated, which are located in the second courtyard.



You have been given a **key that opens all the external containers** and placed the small envelopes inside them, according to the type. **Don't worry about emptying them:** your Tutor will take care of moving them to the street on the established days to allow them to be emptied by the Urban Waste Service

20 - YOUR 4-LEGGED FRIENDS

Only small sizes pets are accepted; large animals would not have enough internal space. For their needs you can use the common external courtyard, collect and remove the excrement, throwing it into the MSW bins. (**Organic container**) who are always in the same courtyard;

21 - VISIT GUBBIO IN ONE DAY

If you have come on holiday to Gubbio, you cannot miss a visit to one of the most beautiful medieval cities in Italy. Even one day may be enough, but the city and its monuments deserve even more. Then there is the rest of

Umbria, with equally beautiful cities and landscapes no more than an hour's drive away.

Nowadays the Internet gives you the opportunity to get detailed information about possible itineraries and visits so, you probably don't need any further suggestions; in any case, I would like to point out just a few WEB pages, which can be consulted by scanning the QR codes below with your smartphone.

I don't think there's anything else to tell you but Happy stay!

22 - LINKS OF INTEREST

Gubbio in one day



Umbriatourism - Portal of the Umbria Region



Nearest restaurants - recommended

You can eat well everywhere; I only point out the ones closest to your apartment.

Grotta dell'Angelo



Federico da Montefeltro



Taverna del Lupo - TOP!



All the others

