



Welcome to SSE Housing Luntnakargatan

The two apartments at Luntnakargatan 85 are located on a five minutes walking distance to the SSE main building.

The nearest subway station is Rådmanngatan (green line). For more info such as timetables and fares please visit <http://reseplanerare.sl.se>

Living at Luntnakargatan 85, such a central location in Stockholm is unique and has its advantages. Please respect your neighbors and keep a good relation to them by following the rules in the General Terms and Conditions you have signed.

Luntnakargatan is a nice place for you to live and study, but NO place for arranging parties and playing loud music. If you want night life there are other places for that (pubs, bars and clubs) in the vicinity down town.

Thank you for your cooperation and for being a good representative of the Stockholm School of Economics in the neighborhood.

Arrival

Use the door code to enter the main entrance.

Bathroom

The apartments have private bathrooms with shower, basin and toilet. The penthouse also has a bathtub and a washing machine. You are solely responsible for drain cleaning. The drains are water sealed and bad smell can occur when there is no water locking. Flush with water to stop the bad smell.

Cleaning

Vacuum cleaner and sweep sets are located in the cleaning closet in the apartment. You are responsible for keeping your own apartment clean during your stay and you will have to leave it clean when you move out.

Disturbances

Disturbing your neighbors, especially at night, is not allowed. Please keep the noise level down especially after 10 pm.

Electricity

SSE Housing uses only electricity from renewable sources, hydro, wind and biomass power. Electricity, gas, heating, water and internet are included in the rent. There are fuses – in the form of on and off switches – located in the hallway of the apartment. They should all be in the upright position. Note that excessive use of electricity might lead to extra charges. You will be notified if your electricity bill is above average consumption before any extra charges apply.

Emergency exit

It is very important that you upon arrival locate the emergency exits in the building in case of an emergency situation.

Fault report

If you have faults in your apartment or room concerning heating, electricity, missing or damaged furniture etc, please send your report to SSEFaultreport@hhs.se or by using the [Online form](#). Caretaker services for non-urgent matters is normally performed once a week. **Note that drain cleaning and changing of bulbs is your responsibility.**

Furniture

The apartment is fully furnished for your convenience. If you are missing any furniture or textile, please contact the Housing Office. Light bulbs are changed by the tenant.

Garbage

Household waste can be disposed in the garbage room in the basement. Regulations and guidelines for chemical waste; www.svoa.se/kosmetisktavfall

Heating

The radiator can be adjusted by turning the knob. Blocking the radiator with furniture or textiles/curtains stops the heat from spreading in the apartment. The radiators in the central heating system are turned off in the summer to be switched on again in September / October. This is common in all of Sweden. The heating is not immediate, it slowly increases.

Home insurance

Home insurance is included in the rent with 100 SEK per calendar month, regardless of days.

Housing Office

Visit us at Room C 540, 5th floor, Holländargatan 32. Opening hours: Tuesday 13:45-16:00 and Thursday 09:45-12:00. For matters concerning your accommodation, please send your inquiry to SSEHousing@hhs.se . For urgent matters outside normal office hours, please find more information at your housing facility notice board.

Internet

Internet is included in the rent.

Keys

You will receive one door lock key and one basement key with a laundry room key. The safe keeping of all keys during your stay is your responsibility. If you lose any key during your stay you must pay for a lock change. Make sure all your keys are returned to the SSE Housing Office upon departure.

Laundry

Book the laundry using the EUROLOCKS key and the marker at the booking board, placed in the laundry room. When finished make sure the floor is clean, remove dust from the tumble dryer filter and dry off any washing powder from the machines.

Lease agreement

As a tenant you are responsible for the apartment for your entire lease period. You are also responsible for any guests you bring into the building.

Parcel delivery

Give your name, full address, mobile number and the address to the nearest delivery point used by the shipping company of your choice. The company will then either call you on delivery or text you with the message when your package will be available at their delivery point.

Post

Mail is delivered to your letterbox on weekdays by the postal service.

Recycling

Sorting at source is compulsory in Sweden. You can recycle almost everything from the household. If you want to recycle electric devices, laptop batteries, adapters, computers etc, you have to bring it to a special recycling facility; <http://www.stockholm.se/ByggBo/Avfall-och-atervinning/Har-lamnar-du-sopor/>. The nearest Recycling Station is located just outside the building.

Rent

Rent is always paid in advance. You will be issued with one Rent Invoice per rental month. Electricity, internet, heating and water are included in the rent. When you make a payment you must provide the Invoice OCR-reference number and your name. The Invoice reference number is different on each invoice. Without these details SSE won't be able to track your payment. Due date is stated on each invoice. Failure to make the payment on time will lead to extra charges.

Smoking

Smoking is not allowed in the building or in your apartment. You are NOT allowed to smoke through an open window. If you want to smoke, you must do so outside the building.

Stairwell

According to fire and safety regulations it is forbidden to store items, even temporary, in the stairwell and no bikes or prams are allowed. The main entrance door and all windows must be kept closed. It is not permitted to have a door mat outside the door in the stairwell due to fire safety reasons.

Sublets

You are not allowed to sublet your apartment.

Useful telephone numbers:

Ambulance – Police – Fire brigade

For emergencies dial 112 (no dialing code)

Police

(not in case of emergency): Dial 114 14 (no dialing code)

Medical advice

+46 8 32 01 00 (a message in Swedish will follow, press 3 to continue)

Emergency dentist

S:t Eriks hospital (Polhemsgatan 48) +46 8 545 512 20

Crisis information

Dial 113 13 (no dialing code). This number should be used to get or give information on disasters and crises in the society, such as major storms and traffic accidents.

Useful links:

www.studentforsakring.se

www.sl.se

www.tele2.se

www.stockholm.se

www.varguiden.se/Sa-funkar-det/Halso-och-sjukvard/Hitta-ratt-i-warden/Engelska

Thank you for staying with SSE Housing.

/ SSE Housing Office