



WU YEE SUN COLLEGE  
THE CHINESE UNIVERSITY OF HONG KONG



VISITOR'S FLATS  
INFORMATION SHEET AND GUIDELINES

### **Flat Size**

Each Visitor's Flat of the College is approximately 25 square meters.

### **In-room Facilities**

- ▶ air-conditioner
- ▶ hair dryer
- ▶ full Wi-fi coverage (please seek assistance from the inviting department for CUHK Guest Wi-fi account)
- ▶ TV set
- ▶ kettle
- ▶ landline telephone
- ▶ LAN port

Please help protect the environment by switching off the air-conditioner and all electric appliances before leaving the flat.

### **Linens and Laundry**

Fresh linens are prepared in the flat before check-in. New linens are available at the Shared Pantry for use, and please place the used linens in the laundry basket provided.

Please feel free to use the 2-in-1 washer/dryer at the Shared Pantry.

### **Personal Hygiene Items**

Toilet rolls are prepared in the flat before check-in, and new ones can be obtained from the Shared Pantry. Please bring along your own towels and personal care products.

### **Cooking Facilities at Shared Pantry**

The Shared Pantry is equipped with refrigerator, microwave oven, hot/cold water dispenser and induction cooker. General crockery and utensils are also provided. Please wash after use. No cooking is allowed in the Visitor's Flat.

### **Personal belongings**

Please take care of your personal belongings. The College and its staff shall not be liable for any loss or damage of personal properties. Please bring your own lock for the lockable drawer in the wardrobe provided if deemed necessary.

### **Damages and Liabilities**

Please keep the Visitor's Flats and Common Pantry clean and tidy, and do not cause damage to the interior by using nails, hooks, adhesive tapes, etc. Please check whether all furniture and equipment in the assigned Visitor's Flat are in good conditions and report to the College Office within 2 days after check-in for any damages. Occupants/the inviting department shall indemnify the College for all damages found thereafter and within the residence period.

### **Security**

A set of door access card and room key will be provided to each occupant of the flat (maximum 2 sets per flat). Please keep them safe and report to the College Office (Tel: 3943 9769 / 3943 1615 / 3943 3983) immediately if your card/key is lost. The penalty for each lost card / key is HK\$50 per item. For security reasons, please close the windows tight before leaving the flat.

### **Smoking**

Smoking is strictly prohibited on CUHK campus.

## Cleaning Service

Workmen will clear the trash bins in the Visitor's flat every day. Basic cleaning of the flat will be carried out every Friday. Please inform the College Office (Tel: 3943 9769 / 3943 1615) if you prefer not to be disturbed.

## Catering facilities on College Campus

<http://www.wys.cuhk.edu.hk/campus.php#College Catering Outlets>

## CUHK facilities and Services

<http://www.cuhk.edu.hk/english/campus/accommodation.html>

## CUHK Campus Transportation

Please take Paid Shuttle Light Bus from University Station, and get off at "Residences 3 & 4" to reach the College campus.

Bus schedule: [http://www.cuhk.edu.hk/transport\\_office/timetable\\_IV.pdf](http://www.cuhk.edu.hk/transport_office/timetable_IV.pdf)

CUHK Campus Map: <http://www.cuhk.edu.hk/english/campus/cuhk-campus-map.html>

## Check-in / Check-out Time

Check-in time: 2:00 pm - 5:30pm

Check-out time: 9:00 am - 12:30 pm

\* For check-in on non-working days or after office hours, the guest(s) should call (852) 3943-3983 upon arrival. Our workman will receive the guest(s) at the Hostel Reception Counter located on Ground Floor, East Block of the College.

For check-out on non-working days or after office hours, the guest(s) should call (852) 3943-3983 when ready. Our workman will complete the check-out procedure for them in the Visitor's Flat.

\*\* Late check-out will be charged as half day (12:30 - 5:30pm) or full day (after 5:30pm) rental.

## Enquiries

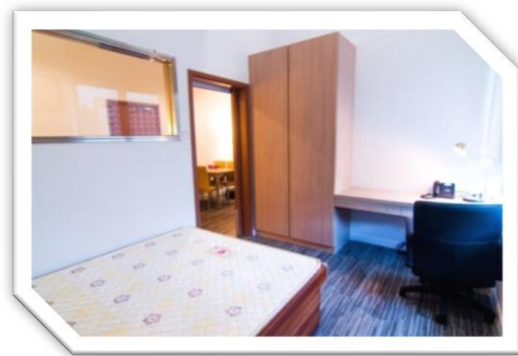
Telephone : (852) 3943 9769 / 3943 1615

Fax : (852) 2603 7384

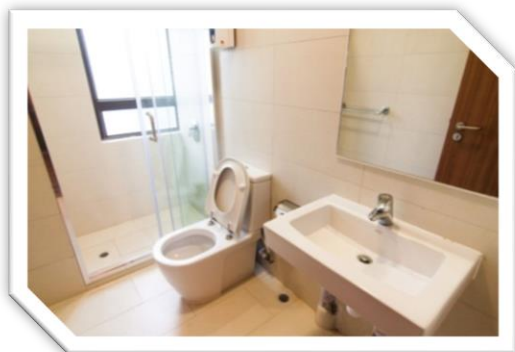
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*Sitting Room of the Visitor's Flat*



*Bedroom of the Visitor's Flat*



*Private Bathroom of the Visitor's Flat*



*Shared Pantry*