



This is  
a practical guide



A little help to know how to use  
the appliances and other  
equipments.

This book is a little help to know how to work properly with our appliances, electronic devices, and other useful information.

Here you can discover information about the **windows** (p.4), **oven** (p.5), **stove** (p.6), **washing machine** (p.7), **dishwasher** (p.10), **exhaust fan** (p.11), **microwave** (p.12), **air conditioner** (p.13)

If there is a problem with the equipment that persists and does not allow to continue its normal use, please contact us so we can solve the situation.

Contact us if you have any question

+351 968 273 425

[destinolisboa.apartments@gmail.com](mailto:destinolisboa.apartments@gmail.com)



# Security card and more info

## Emergency Calls

Medical Service	<b>112</b>
Firefighters	<b>+351 213 14 222</b>
Police	<b>+351 217 654 242</b>
Tourism Police	<b>+351 213 421 623</b>

## Fire Equipment

The fire blanket, the fire extinguisher and the first aid box are in the kitchen cabinet under the sink.

## Check-in & Check-out

Check-in	<b>from 4pm to 10pm</b>
Check-out	<b>until 12 pm</b>

## Cleaning

If you need an intermediate cleaning in the apartment, you can request us.

Cleaning Fee - 50€\*

\* Towels and sheets are provided for the entire stay, and are included in the cleaning fee. However, if you want to replace them, please ask us. It will have an additional fee.

## Wifi Network

Destino Lisboa  
(no password required)

## Please Remember

We have neighbours.  
Do not make noise after 10 pm.  
Thank you.

## Waste

In order to maintain everything at it's best  
we ask you to please leave the trash from  
your apartment in the bins downstairs.

### **Regular Waste**

Monday  
Tuesday  
Friday

### **Plastic**

Tuesday  
Saturday

### **Paper**

Thursday

Thanks for your  
comprehension

# Windows

The windows of all our apartments are casement windows, which means they can open in 2 ways.

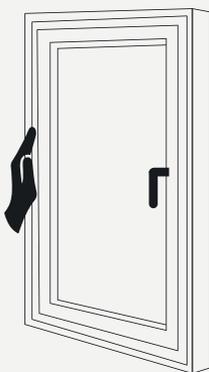
Regular open or just at the top.

Please be careful when handling them.

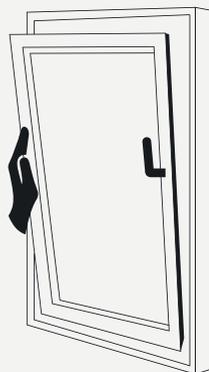
We ask you that when closing the window keep the weight on the side of the hinge.



Regular opened



Closed



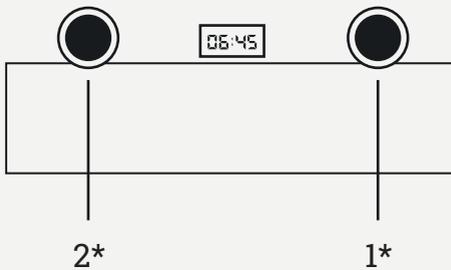
Open by the top

# Oven

1. Select "Standard program", by pushing and turning the right knob (1\*) to this symbol



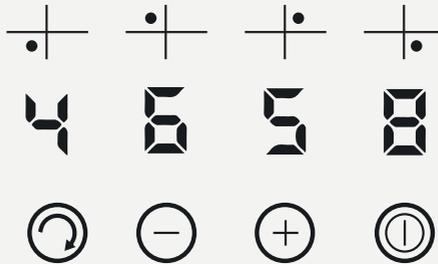
2. Turn the left knob (2\*) between 180° - 200°
3. Please be sure to turn OFF the oven when finished



\* to activate or deactivate the lock function, it is necessary to touch the  button for at least 5 seconds.

# Stove

1. Turn ON the Stove 
2. Select the zone you want to use 
3. Decrease or increase temperature  
4. Please be sure to turn OFF the stove when finished 



\* to activate or deactivate the lock function, it is necessary to touch the  button for at least 1 seconds.

# Washing Machine

\*This machine washes and also dries the laundry

## Wash Mode

1. Put your clothes on the machine
2. Put the tab in the middle of the laundry (inside the machine)
3. Turn the knob to the program **Diário 60°/60'**
4. If you want to change the temperature, click the "Temp." button, on the right side of the machine. Do the same to change centrifugation, pressing the "Centrif." button
5. To start, click the "Início/Pausa" button
6. To finish, turn the knob to "Parar"



# Washing Machine

## Dry Mode

1. Put your clothes on the machine
2. Turn the knob and select **Suave Seca**
3. Select the button “Secagem” on the right side, to change the time
4. To start, click the “Início/Pausa” button
5. To finish, turn the knob to “Parar”



# Washing Machine

## Wash and Dry Mode

1. Put your clothes on the machine
2. Put the tab together with your laundry (inside the machine)
3. Turn the knob to **Lavagem Rápida & Seca**
4. If you want to change the temperature, click the “Temp.” button, on the right side of the machine. Do the same to change centrifugation, pressing the “Centrif.” button
5. To start, click the “Início/Pausa” button
6. To finish, turn the knob to “Parar”



# Dishwasher

1. Put the dishes in the machine
2. Place the detergent tab (wich is in the cabinet under the sink)

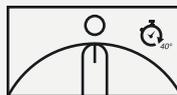
3. Select the program "40°"



4. Press

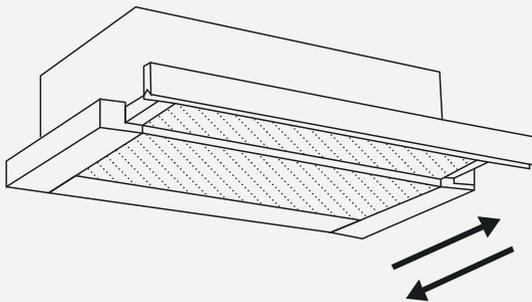


5. In the end, turn the knob again to it's initial position



# Exhaust Fan

1. Slide to open
2. Select the desired speed
3. Slide in the opposite direction to close

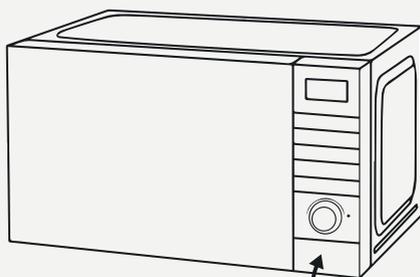


# Microwave

1. Open the door
2. Put the dish inside the microwave
3. Close the door
4. Push the button to select the time
5. Push the button to stop

Start/+30sec./Confirm

Stop/Clear



To open the door  
press this button.

# Air-conditioner

When using the air conditioning it is important to remember that it should keep the environment and doors closed to conserve the temperature of the apartment.

## Cold Air

1. Take the remote from the wall. Always use the controller closer to each device
2. Press the orange button to turn ON
3. Select MODE (for cold air) 
4. Select the temperature   

5. Press Energy Saving button one time (80%), to preserve the temperature inside

\*If it is too hot inside the apartment just turn on the JET MODE for 15 min, for a quick refresh

# Air-conditioner

## Hot Air

1. Take the remote from the wall. Always use the controller closer to each device
2. Press the orange button to turn ON
3. Select MODE (for hot air) 
4. Select the temperature   

5. Press Energy Saving button one time (80%), to preserve the temperature inside

### **Important to know**

Avoid prolonged use at maximum power.

Switch off the appliance when leaving the apartment.

Close the covers to preserve the temperature inside.

# Terms and Conditions

## **About Us**

Welcome to Destino Lisboa Apartments, we want you to feel like you are at home. Our building is from the beginning of the 20th century, with a typical wooden structure of the time. We ask you to respect and preserve this heritage. Take care of our apartments as if they were your own.

## **Basic rules**

- The rules are exposed in each apartment, we ask you to read them before your arrival and that you respect them during your stay.
- We ask all guests to respect the common spaces.
- The use of the lift is forbidden to children under 11 years old, not accompanied by an adult.
- Smoking is prohibited inside the apartments or inside the building
- Parties and events are prohibited.

## **Guests and identity**

- Only guests included in the reservation are allowed to enter the apartment.
- Children are welcome.
- Pets are not accepted.

## **Noise: for residents and neighbors**

- The rest hours to be respected are from 10 pm to 8 am.
- It is forbidden to carry luggage on the stairs.
- We ask that you avoid slamming the doors.
- To cause less discomfort to neighbors, we invite you to remove your shoes in the apartments.

## **Garbage**

- It is prohibited to deposit waste on the sidewalk or road.
- The garbage room is located on the ground floor where you will find the containers.
- For household waste: daily collection
- For plastic waste: collection on Tuesdays and Saturday
- For paper: collection on Thursdays

## **Arrival and Departure**

We will accept check-in from 16:00 until 22:00. If for some reason you will only arrive after 22:00, we will charge 20€. Check-out until 12:00. If you check-out during dawn remember we have neighbors, it's important to respect their rest.

## **Cleaning**

All the apartments are prepared to receive you after cleaning. The cleaning fee already includes a packs of towels (per person), sheets and other essential products, such as: toilet paper, shampoo and gel, and some goods in the kitchen that we have the pleasure to offer you. The change of towels will be made only upon request, otherwise the change of sheets and towels will only be made with the change of guests and new cleaning. If you request an extra cleaning we will charge you a cleaning fee and change this items. If you only want to have clean towels and/or sheets, we will charge 4€/towel pack (1 small towel + 1 big towel) and 6€/sheet pack (1 sheet + 1 duvet + 4 pillowcases). In the kitchen, washing the dishes will be responsibility of the guest.

## **Wi-Fi**

All apartments have free access to internet. However, this access has conditions to respect. (Check access conditions at login).

## **Access Codes**

You will receive a personal code to enter the property and your apartment. This is valid during all time of your stay. The same code opens the main door and your apartment door. If you lose the code, let us know immediately for us to assign you a new code.

## **Assistance**

In order everything goes well, let us know if there is something that is not as desired, so that we can resolve the situation as soon as possible. For you to continue to have a pleasant experience. Please call us at the number +351 968273425 if you need assistance. Inside our apartments, you will find several notes with suggestions that may be useful during your stay.

## **Responsibilities**

We hope that you use the apartment and its contents carefully. All specific rules for use of the room and its equipment must be respected. If there is any problem, damage or malfunction, you must inform us immediately by phone so we can fix it quickly.

- Guests are not allowed to sub-lease or lend the apartment to third parties.
- All consumables that are in the apartment upon your arrival, are made available by us for a more pleasant experience for you. However, we are not responsible for replacing these consumables when they are finished.

- Smoking is not allowed inside the apartments, or inside the building.
- The garden is open access to all, and we want our guests to enjoy the space as much as we do.
- We also ask to respect the garden. This means, not throwing trash to the flowerbeds, using the ashtrays, and respect the plants and the environment.
- The rest hours to be respected: from 10 pm to 8 am.

The reservation in Destino Lisboa Apartments means that the guest accepts and respects these conditions.

We appreciate your help in all these subjects and we hope you understand that these terms are necessary. For any doubt, you can always consult our rules that are fixed in each apartment, or contact us.

**We hope you  
enjoy your stay  
with us**

