

SACHIN KAPILA

E-mails: sachin.kapila7@gmail.com

Dear Renter

WELCOME TO BINFIELD HOUSE, MILL LANE, NEWPORT, PO30 2LA

Thank you very much for sending the security deposit. This is the information you need to find the property.

GETTING TO THE PROPERTY

Please visit one of these websites which gives plenty of information of how to get to the Island using different modes of transport.

<http://www.iwight.com/travelInformation/gettingHere/>

http://www.iwight.com/just_visiting/

If you are coming by your own boat, please visit <http://www.island-harbour.co.uk> for information about harbour entry and moorings. Binfield House is located about ¼ mile on the left along Mill Lane directly from Island Harbour.

Once on the island, Binfield House is located on Mill Lane off the Fairlee Road, turning at the House with big HP sign built into the brickwork on the front. Binfield House is located about ¼ mile on the right hand side along Mill Lane. It is a cream coloured house that can be seen from the main road and has its own 5-bar gate and driveway. There is enough parking for at least 3 cars.

ARRIVAL TIME

Please remember to arrive any time after 1600. Our local cleaning lady, Tracey, needs this time to deal with the changeovers, replace linen and do all the many other things which she does. Departure time is at 1000.

KEY COLLECTION AND ENTRY

Upon arrival, make your way to the back of the property via the pathway and follow it round to the back. The kitchen door key is held within the Key Safe, which is a small black box on the wall to the left of the kitchen door. The code for the Key Safe will be given to you by email once you have made the booking.

In the Key Safe, you will find the key to the “top kitchen door” and the Key Box. The Key Box is located on the left hand side wall, next to the radiator as you enter the top kitchen door. Inside the Key Box, you can get all the other keys you will need: front door, kitchen and the 3 patio doors (dining room, lounge and kids bedroom upstairs). The key leading from the kitchen to the garage is always left in the door – **Please do not remove it.**

Binfield House: Arrival Information

When leaving, please put keys back into Key Box and put the key box key, along with the top kitchen door key back into the Key Safe and turn the combination to a random number, ready for the next rental.

INFORMATION ABOUT THE HOUSE

For general information relating to the house as well as Instruction/Operating Manuals (e.g. TV, DVD player, Rangemaster, dishwasher, washing machine, dryer etc), please see the Black Folder labelled “**Information about the House**”.

INFORMATION ABOUT THE LOCAL AREA

There is a Box File located in the linen press in the kitchen labelled “Things to do”. In this file you will find several leaflets and maps and information about walks etc.

FIRE RISK AND ACCESS STATEMENTS

In the Folder labelled “Information about the House” you will find both “Fire Risk and Access Statements”. Please let us know if you have any issues or questions.

LOCAL SHOPS

There are lots and lots of shops in Newport, the capital of Isle of Wight, which is a few miles from the house. If you would like to go food shopping, then there are a number of options:

- **Tesco Express** in Wootton Bridge, on the way from Fishbourne Ferry to the house: High Street, Wootton Bridge, Ryde, Isle Of Wight, PO33 4PL. Tel: 0845 0269029
- **Waitrose** in East Cowes: Well Road, East Cowes, Isle of Wight, PO32 6SP. Tel: 01983 282 413
- **Sainsbury’s** in Newport: 3 Foxes Road, Town Centre, Newport, IOW. Tel: 01983 527 431

MEDICAL EMERGENCIES

The closest hospital to Binfield House is **St Mary’s Hospital**, located at Parkhurst Road, Newport, Isle Of Wight, PO30 5TG. Tel: 01983 524081.

SECURITY

Please be very aware of security. You are responsible for security whilst you occupy the house. You should lock all doors and close the driveway gate before you leave the house at any time. We will not be held responsible for break-ins and thefts whilst you are occupying the house. If items are stolen from the house whilst you are occupying it which we cannot recover from our insurance company the value will be deducted from the security deposit.

CHECKLIST UPON ARRIVAL

Please consult the Section labelled “Information about the house” for details of how to do the following:

Binfield House: Arrival Information

1. If needed adjust the **central heating temperature** using the thermostat on the wall in the lounge
2. If needed adjust the **heating/water settings** using the control located next to the microwave

DEPARTURE

1. Departure time is **before 10 am** on date of departure.
2. Please do write something in our “Visitors Book” which can be found in the kitchen along with your contact details, so we may stay in touch.
3. We would be very grateful if you would replace goods that you have used (wood, charcoal, smokeless coal, washing liquid) and/or anything which you have broken.
4. Please leave the house clean and tidy.

CHECKLIST UPON DEPARTURE

1. Put all **sorted rubbish** in the **allocated bins** outside the front gate
2. Cleaned the fire grate and emptied the ash tray
3. Switched all the lights off
4. Emptied the fridge of all perishable foods
5. Locked the door between the kitchen and the garage
6. Shut the garage door
7. Placed all keys (except kitchen key) into key box
8. Written in the Visitors Book and left your contact details
9. Placed kitchen key into key safe and turned the combination to a random number
10. Closed front gate behind you

Contact Details:

If you have any problems please contact our **Local handy man, Robert Peace (07875 310 245)**. If you need help from us you may call our mobile number set out at the top, but it may take quite some time for us to get back to you as we both work.

Cleaning Lady – **Tracey Skinmore: 07917 202 203 (mobile)**

Have fun!!