



# RENTAL GUIDE



# WELCOME HOME!

We are happy that you have chosen to live in one of our residences.  
We hope that you will enjoy your stay!

In this rental guide, we have gathered some instructions, guidelines,  
and tips to make everyday life as smooth as possible. Together, we can  
create a pleasant environment for everyone.

Please feel free to contact us if you have any questions.

[larsmobostader.fi](http://larsmobostader.fi)



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# 1

## MOVING IN

### Congratulations on your new home!

When moving in, there are a few things to remember. We have listed the most important ones:

- Conduct a condition inspection of the apartment.
- Submit a change of address notification to redirect your mail to your new address.
- Set up an electricity contract with a provider of your choice.
- Apply for housing benefits from Kela, if you are eligible.
- Set up a network connection contract.
- Get home insurance.



### Lease agreement

Before you move in, we will conduct a credit check. If everything is in order, we will set up a lease agreement, which we will sign together. The lease agreement will state the terms and conditions for your apartment. All the tenants who will be living in the apartment must be registered with us upon moving in. It is mandatory to notify us if the number of residents changes during the rental period. You can always request a copy of the lease agreement or other proof of housing from us.

### Security deposit

When you move in, you need to pay a security deposit (check the current amount on our website). If needed, the security deposit is meant to cover unpaid rent, pay for any repairs of damage not covered by the lease agreement, or pay for transportation of any remaining furniture. If you have paid your rent, and the apartment is in the same condition as when you moved in, your security deposit will be refunded. No interest is paid on the rental deposit.

### Condition inspection

When you sign the lease agreement, you will receive a condition inspection form for the apartment. When you move in, you need to inspect the apartment and note down any faults and deficiencies. Be thorough – according to the lease agreement, you are responsible for any faults and deficiencies that are not recorded. Return the form to us no later than a week after the lease agreement takes effect. A carefully completed condition inspection form will make the processing and refunding of the security deposit easier.



You will find the form by scanning the code.



### Change of address

You need to personally submit a change of address notification to the Population Information System. According to the law, this must be done no later than one week after you have moved, but to ensure that you receive all your mail at the correct address, we recommend doing this at least one week before moving. The easiest way to submit a change of address notification is online at [posti.fi/en/moving/change-address](https://posti.fi/en/moving/change-address). Through the same online service, you can also arrange for forward delivery of your mail. Remember to also inform your family, friends, and workplace about your new address.

### Electricity contract

Before you move in, you need to set up an electricity contract with a power company of your choosing. Make sure to arrange this well in advance so that the electricity is connected before you move in. You are responsible for covering the costs of your electricity consumption.

## TV

Our properties have cable TV. The annual fee is included in your rent.

To install a satellite dish, you need our permission.

## INTERNET

Our properties are equipped with data connectivity, but an internet connection through the property's network requires you to have your own agreement with the provider JNT.

# 2

## OBLIGATIONS

As a tenant, you have certain obligations, such as taking care of your apartment according to the rules outlined in the lease agreement and in our rules. Otherwise, you may be held liable for compensation.



### Rent

The rent and other fees stated in the lease agreement must be paid on time. If a payment is late, we have the right to charge interest for late payment and a reminder fee. Remember to use the correct reference number and account number. If you have made an incorrect payment, you should contact us as soon as possible for correction. Unpaid rent will be forwarded to debt collection, and as a last resort, we will be forced to evict the tenant.

**If you encounter financial difficulties and are unable to pay rent on time, you should:**

- Contact us immediately.
- Check your eligibility for housing allowance from Kela (The Social Insurance Institution of Finland).
- Find out what options you have for receiving assistance with your rent through income support.

If you have a rent debt with us and we are unable to reach a payment agreement, or if you do not follow an existing payment agreement, we will be forced to forward the matter to debt collection. This always entails additional costs for you. A district court ruling on rent debt will always result in a remark in the credit record register and, in the worst case, to eviction. A remark in the credit record register makes it more difficult to enter into new agreements, not only new lease agreements but also agreements for mobile phone subscriptions and other similar services.

### Duty to report and liability for compensation

If you notice any damage or faults in the apartment or the shared spaces, you should contact us as soon as possible. Examples of such damage are broken windows, doors, locks, playground equipment, or electrical devices. Regularly check ventilation, heating, and bathroom fixtures as well as faucets and water pipes. If you do not report an issue, you may be required to cover the repair costs. You are also obligated to inform us of any disturbance or misconduct. Additionally, notify us of any police visits to the residence. You are responsible for covering the costs for any damage caused intentionally, through negligence, or by other carelessness by you, your family, or anyone present in the apartment with your permission (see list on page 22).

### Smoke alarm

The tenant is responsible for ensuring that there are functioning smoke alarms in the apartment. According to the law, a residence must have at least one smoke detector per 60 square meters and at least one on every floor. It is recommended to install smoke detectors in high-risk areas.

### Home insurance

Our properties are insured, but this insurance only covers damages to the property itself and fixed fixtures, such as ovens and refrigerators. If you cause any damage, our insurance does not cover everything, and you will be responsible for part of the costs. Therefore, you need to obtain your own home insurance with liability coverage and ensure that it remains active throughout the rental period. Home insurance covers the portion of the damage for which you are responsible. In addition, home insurance also covers damage to your personal belongings.

### Subletting

Subletting the apartment without our written permission is not permitted. Unauthorised subletting will lead to immediate termination of the lease agreement.





## Keys and locks

When you gain the right of possession of the apartment, you will receive keys to the apartment and other doors. To receive the keys, you need to show a receipt confirming that you have paid the rental deposit. If you need additional keys, they can be ordered through us. When you move out, all keys belonging to the property must be returned. If all keys are not returned, you will be charged a fee for changing the locks. Contact us if, for any reason, you wish to change the locks during your rental period.



## Good neighbourly relations

Living in a row house or apartment building requires patience and flexibility from the residents. Normal everyday sounds are acceptable, but between 10 PM and 7 AM, the property should be calm and quiet. Recurring disturbances can be reported to us.

## REMEMBER

If the apartment is unoccupied for an extended period of time, you need to notify us.



## IMPORTANT!

All tenants must adhere to our general rules of conduct (see page 25).





# 3

## COMMON AREAS

Common areas and yard spaces are important for everyone's comfort, and well-maintained residential areas make a good first impression. Together, we can keep the area nice and tidy.



### Shared sauna

Rules for the building's shared sauna and a reservation list can be found on the wall next to the sauna. Keep the sauna and other areas clean and tidy.

### Laundry room

The laundry room may only be used by the residents of the building. Instructions and washing schedules are available on the wall. Always remember to clean the laundry room after use. It is not permitted to wash rugs in the washing machine or on the floor in the laundry room.

### Drying room

The drying room is also reserved for residents and is intended for clothes washed in the laundry room. We recommend that you let clothes that have been washed in the residence dry in the drying room according to the reservation list. Dry laundry should be removed once your allotted time is over to make space for the next user. The dryer may also be used for laundry that has been washed at home, under the same conditions as the drying room. To avoid any moisture damage, laundry in the residences should only be dried in the bathroom, on the terrace, or in the yard. Drying clothes in the sauna is not permitted.

### Storage room

Row houses and apartment buildings often have storage rooms for storing equipment such as bicycles, skis, or strollers. If you are uncertain, check with the property manager. Storage rooms must not be used as playgrounds. Mopeds, motorcycles, car tires, and furniture cannot be stored in bicycle storage rooms or other common areas. The doors to storage areas should be kept locked. Each residence also has its own separate storage space for personal belongings. These storage areas are intended for the tenant's private use and are numbered according to the residence numbers. You may only use the storage space assigned to your residence. Storing items in hallways is prohibited and violates the rescue act (in Swedish: räddningslagen, in Finnish: pelastuslaki). Gasoline cans and other flammable liquids or gases cannot be stored indoors.

### Playground

The playground areas and play equipment in the yard are intended for children. We are responsible for ensuring that the play equipment is intact and safe to use. In the playground area, it is prohibited to walk pets or discard cigarette butts. If you wish to have a trampoline in the yard, you need written permission from us.

## REMEMBER

You should not leave trash that might cause a smell in the shared sauna. You should not dry clothes in the sauna either.



## GOOD TO KNOW

Want to wash your rugs? During the summer, you can wash rugs free of charge at the public rug washing facility next to the municipality's technical depot.

**Address:**  
Skogsgränden 6, Holm



## Parking and engine warmers

Cars must be parked in designated areas. Parking on walkways or in front of apartments is only allowed for temporary loading or unloading. It is prohibited to park vehicles in the yard area, behind other cars, on the roadway, or in a parking space assigned to someone else. Parking or driving vehicles on the lawn is also not permitted. Guests may park in guest spaces or by the roadside. You and your guests must park in a way that allows emergency vehicles to access the residences and service vehicles to freely reach the yard for sanding, plowing, and emptying waste bins. Driving on the yard's walkways is prohibited for all vehicles except emergency and service vehicles. Decommissioned cars may not be stored in the yard area. The engine block heater post may only be used with cables designed for outdoor use.



## Waste management

At the waste management point, you will find separate containers for different types of waste. Please familiarize yourself with the various containers to ensure proper sorting. For more information on waste management, visit [ekorosk.fi](http://ekorosk.fi)

- Furniture, mattresses, scrap metal, electronics, hazardous waste, and other items that do not belong at the property's waste management point or an eco-point should be taken to one of Ekorosk's recycling stations at **Granvägen 3** in Bosund or **Spituholmsvägen 90** in Jakobstad.
- Medications and thermometers containing mercury can be returned to a pharmacy.
- Old car tires can be returned to stores that sell them.

## REMEMBER

Did you remember to close the lid on the engine block heater post and remove the cord? When the engine block heater is not in use, the cord should be removed.



## IMPORTANT!

Leaving waste next to the containers or in the yard is not allowed. Ensure that the lid of the waste container is properly closed.





# 4

## TAKING CARE OF YOUR APARTMENT

Taking care of your rental apartment benefits both you and us.

We have listed some things that are good to keep in mind. Any faults or deficiencies should be reported to us, preferably as quickly as possible.



### Floors

Always use protective padding under furniture. If you have a stroller in the apartment, it is good to place a rug or some other form of protection under the wheels. Also, avoid wearing studded shoes, ski boots, or other sharp footwear indoors.

### Paintings and shelves

Holes in the walls are not fun. Therefore, consider which items you want to hang and plan their placement only after furnishing the rest of your home. When attaching items to wall and ceiling surfaces, use the method best suited for the purpose. Different wall constructions, materials, and items require different fastening devices. Ensure that no electrical wires or water pipes are damaged in the process. In wet areas, making holes in the walls is not permitted. Attaching items to wallpaper using tape or adhesive putty is not allowed. Limit the number of decorative tapes that are attached to walls and ceilings.

### Repairs and installations

We are continuously carrying out renovation works to keep our properties in good condition and pleasant to live in. Between tenants, we spruce up the apartments to ensure that everyone has a fresh home to stay in. We always hire professionals to handle the renovations, which are primarily carried out when the apartments are unoccupied. Facade and yard work is performed continuously. Any property belonging to the rental apartment is always installed by us, and the tenant is responsible for installing items that they own.

### Electrical equipment

Ensure that electrical equipment is suitable for the space in which it is used, such as outdoors or in wet areas. Installations and repairs of electrical equipment may only be performed by an authorized electrician. Upon moving in, make sure to check that all fixed lights, such as those above the kitchen sink and in the bathroom, are functional. If not, we will provide replacements. During the tenancy, it is your responsibility as the tenant to purchase and pay for any broken apartment lighting, as well as to replace burnt-out fuses.

### Washing machine and dishwasher

If you want to install a washing machine or dishwasher in your apartment, you must first contact us. Washing machines may only be installed in wet rooms with a floor drain. You are responsible for covering the costs of the installation. If the apartment is not equipped with connections for a washing machine or dishwasher, the installation must be carried out by a plumber and with our approval. All water pipe connections must be pressure-secure. Keep the plumber's installation certificate in case of water damage. The tenant is personally responsible for leaks caused by incorrect washing machine connections. Such damages are not covered by insurance. Regularly check that the washing machine and dishwasher are not leaking. It is advisable to use a plastic protective mat under the dishwasher.

### Kitchen

#### Sink, washbasin, and faucets

Keep the sink and washbasin clean, and check that the silicone seal against the wall is intact and watertight. Clean the washbasin and water faucets using a mildly alkaline cleaning agent. Avoid cleaning silver items in the sink, as strong cleaning agents can corrode the steel fittings and cause stains.



**Refrigerator and freezer**

Remember to defrost the refrigerator and freezer regularly if they do not have automatic defrosting. Check that the drainage pipe for meltwater on the back wall of the refrigerator is open and functioning properly. Occasionally pull out the refrigerator and clean the dust on its back, as well as on the floor.

**Electric stove**

Clean the surface of the stove using a soft brush or a kitchen cloth along with a detergent designed for this purpose. Clean the oven with a suitable oven cleaner according to the instructions on the packaging. Keep the stove burners and oven trays clean and intact. The electric stove is directly connected to the power grid and may only be disconnected by an electrician hired by us.

**Kitchen fan**

Keep the fan grille and filter clean and free from grease. Regularly clean the valve located behind the grille. Connecting a kitchen fan to the building's ventilation system is not permitted without our approval. In most of our apartments, ventilation is controlled via the kitchen fan, which means the fan must never be turned off. However, in some apartments, there is a separate ventilation unit in the bathroom, and in those cases, the kitchen fan does not need to be turned on.

**Bathroom and toilet**

**Drain**

Food scraps, coffee grounds, fats, and oils must not be rinsed down the kitchen sink or toilet. If the drain becomes clogged and needs to be cleared due to misuse, the tenant will bear the costs. It is also prohibited to flush down any types of sanitary pads, tampons, diapers, wet wipes, cat litter, or other items that are not toilet paper.

**Floor drains**

It is the tenant's responsibility to clean the bathroom floor drains. If there is a sewer smell in the residence, it may be because the water level in the floor drain is too low. Try adding some water to solve the problem.

**Sauna**

If the apartment has its own sauna, the same maintenance rules apply as in shower areas. After use, it is recommended to leave the sauna oven on for a while to let the sauna dry properly. Ensure that there is adequate ventilation, for example by opening the bathroom window. The sauna must not be used for drying clothes or as a storage area.

**Shower areas**

Dry the floor after use, for example with a floor scraper. Check that the ventilation is functioning and is sufficient. You can speed up the drying of the shower area by leaving the door open

for a while. It is a good idea to regularly wash the shower curtains, as well as the walls and floors in the shower and laundry areas. Periodically check that the grout between tiles and seams between floors and wallpapers in the wet area are intact and sealed. To avoid moisture damage, holes in the bathroom walls may only be made with our permission and under our supervision. Any moisture damage or other damage in wet areas must be immediately reported to the service company or to us.

**Dampness and moisture issues**

Dampness and moisture issues can be avoided if drainage and ventilation function properly, and if you as the tenant remain attentive. Always report cracks in the bathroom wall, floor mats, and tiles to us. The same applies to black spots in the kitchen or bathroom. Leaking faucets and toilets quickly cause high water consumption and can also lead to moisture damage. Immediately report leaks to the building manager. Always contact the building manager if you suspect that something is not as it should be.

**Ventilation**

In apartments that have their own ventilation systems, air exchange and preheated incoming air are connected to the electricity meter of the apartment, and the tenant can regulate the air exchange efficiency. Fresh air flows in through openings in the window frame seal or through separate fresh air vents. These air intake channels must not be blocked or obstructed. Exhaust vents are regulated to ensure that the outgoing air volume is correct. The vent settings must not be changed. If the ventilation is not working, the cause is usually clogged exhaust vents. If you are uncertain about the ventilation, always check with the service company.

**Water**

In addition to the rent, water is billed separately. Some houses are equipped with apartment-specific water meters, which are read four times a year and when someone moves in or out. In such cases, you will be billed based on actual consumption every three months. If the apartment does not have its own water meter, you pay a fixed monthly water fee as stipulated in the lease agreement.

**Heating**

Room temperature plays a significant role in both comfort and energy consumption. According to studies, a suitable room temperature is around 20–21°C, but the best sleep is achieved at approximately 19°C. The thermostat valve must not be covered by curtains or large furni-

GOOD  
TO KNOW

A good time to defrost the freezer is when the temperature outside is below zero degrees.



DID YOU  
KNOW?

The recommended temperature for a fridge is +5°C and for a freezer –18°C.



DID YOU  
KNOW?

If you lower the temperature by one degree, you save 5–7 percent in heating energy.

Will you be away from home for an extended period? Save energy by lowering the heating in the bathroom.

IMPORTANT!

Smoking in the apartment and in common areas is prohibited. If you smoke outdoors, you should use an ashtray.



ture, as this will shut off the heating, causing the room to cool down. The opposite occurs if a window near the thermostat is opened – the thermostat cools, causing the heater to over-heat and waste energy. Placing tape over air intake channels or removing thermostats is not permitted.

## Terrace

Keep the terrace clean and tidy. Use only furniture and electrical equipment designed for outdoor use. Lighting a fire on the terrace is not allowed; if you wish to barbecue, only electric grills are permitted. It is also forbidden to feed birds or other wildlife on the terrace, or to use the terrace as storage space.

## Pets

Pets are allowed in the apartment, provided they do not damage the property or disturb the neighbours. The owner's responsibilities include ensuring that the animals do not scare or bite others. Any damage caused by pets must be fully compensated by the tenant. Walking dogs in playgrounds and yard areas is prohibited. It is also the tenant's responsibility to clean up after their dog. Professional breeding of dogs, cats, or other animals is forbidden.

## Pests

Keep your apartment clean. If you notice pests such as silverfish, cockroaches, bedbugs, rats, or any others, you must contact us immediately. Instructions regarding pest control must be followed carefully. The tenant is responsible for compensating for any extermination required as a result of their own negligence.

## Locked out?

Have you accidentally locked yourself out of your apartment? Contact the property manager. The caretaker can come and open the door for a fee. Be prepared to prove your identity. If you have lost your keys, you should contact us immediately.

## Reporting issues and damages

Please keep an eye out for any damage in the apartment, in common areas, or to equipment in the property. Always report any damage to us, preferably on weekdays during working hours. Urgent damages should be reported immediately to us or to the service company, or if necessary, to the fire department.

## REMEMBER

A pet that disturbs other tenants may lead to the termination of the lease agreement.

## IMPORTANT!

Bird food can attract mice, rats, and other pests. Therefore, we ask that you do not feed birds near the residence.

## GOOD TO KNOW

Turn off the water tap when the washing machine is not in use – continuous water pressure can damage the pipes and cause leaks.



## REMEMBER!

Wet spots on the ceiling and a musty smell in the apartment can be signs of moisture problems.





# 5

## MOVING OUT

We hope you have enjoyed your time with us!

Here are a few things to keep in mind when it is time to move out.



### Changing apartments

We offer a wide range of different housing options. If the size of your family or the location of your workplace or school changes, feel free to contact us to explore the options we can provide. If you want to change neighbourhoods or find another apartment, we are happy to assist you, if possible. Fill out a new housing application via the QR code. You will then be added to the housing queue, and we will contact you when an apartment meeting your preferences becomes available.



### Terminating a lease agreement

When a lease agreement is terminated, the act on residential leases is followed. If you wish to terminate your lease agreement, you must do so in writing and submit the termination notice to us. The termination must be carried out by the persons listed in the lease agreement. The notice period is always one full calendar month. The lease agreement ends on the last day of the calendar month that follows the day of termination.

### Viewing the apartment

When the apartment is to be rented out again, you are obliged to allow us to show the apartment to prospective tenants. The viewing should not cause you any more inconvenience or disturbance than necessary.

### Final cleaning and returning keys

When you submit a termination form, you will receive instructions for the final cleaning. It is important to clean your apartment thoroughly when moving out – the next tenant should be able to move in immediately. If the cleaning is not done properly, you will be liable for compensation. Do not leave any belongings in the apartment or in other spaces belonging to the property.

### Change of address

When you move out of the apartment, you must personally file a change of address with the population data system and/or Posti no later than one week after moving.

### Security deposit

The security deposit is refunded 2–3 weeks after the lease agreement has ended – provided that you have obliged with the obligations of the lease agreement. No interest is paid. The property manager inspects the empty apartment once all the keys have been returned. No compensation is required for normal wear and tear, such as faded wallpaper, indentations on the floor caused by furniture, and minor traces of mounted objects.

## REMEMBER

Return all the keys to our office by the day the lease agreement ends at the latest.



## GOOD TO KNOW

If you provide us with your new address, we will notify you in writing about the processing of the security deposit.



# LIABILITY FOR DAMAGES

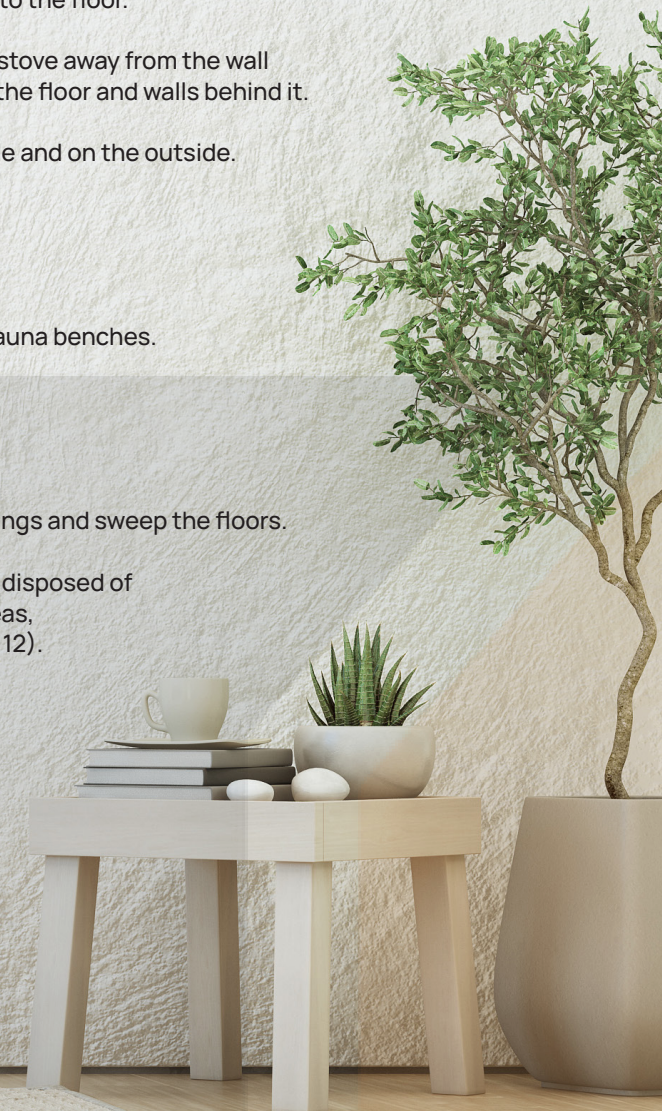
List of damages you may be required to compensate:

- Insufficient cleaning.
- Lost keys.
- Any furniture and waste left behind (in the residence or storage spaces).
- Broken windows.
- Broken handles or hinges.
- Holes in doors and walls.
- Torn, damaged, and stained wallpaper or floor mats.
- Graffiti on floors or walls.
- Paint marks on the floor caused by furniture.
- Damaged or missing equipment belonging to the property, such as broken thermostats, missing electrical connection boxes for ceiling lights, or cracks in sinks or toilet bowls.
- Costs incurred for cleaning and removal of items that have been left behind, lock replacement if keys are not returned, or repairs to the residence or its equipment will be invoiced or deducted from the security deposit.

# CHECKLIST

for final cleaning

- Clean and defrost the refrigerator and freezer. Unplug them and leave the doors open. Make sure that the melting water does not flow onto the floor.
- Clean the stove, oven, and baking trays. Move the stove away from the wall without disconnecting the power cable and clean the floor and walls behind it.
- Wipe down cabinets and drawers both on the inside and on the outside.
- Clean the kitchen fan, hood, and grease filter.
- Clean the toilet, sink, shower area, and all faucets.
- Clean the floor drains in wet areas and wash the sauna benches.
- Vacuum and mop all floor surfaces.
- Clean the windows.
- Clear the terrace and storage spaces of all belongings and sweep the floors.
- Furniture and large amounts of waste must not be disposed of in the property's garbage bins or left in storage areas, but must be taken to a recycling station (see page 12).





# 6

## GENERAL RULES OF CONDUCT

The rules of conduct exist to ensure everyone's comfort.

When both we and our guests follow these rules, we create a pleasant living environment. The general order is also regulated by provisions in the lease agreement, Finnish laws and regulations, as well as general guidelines in this rental guide.



1

The tenant is obligated to keep the apartment in good condition and report any faults or deficiencies to the landlord.

2

The property must remain quiet from 10 PM to 7 AM. This also applies to guests visiting the apartment. Repeated disturbances may lead to termination of the lease agreement or eviction.

3

Smoking is not allowed in the apartment or in common areas.

4

Common areas must be kept clean, and the doors must be kept locked.

5

Feeding birds from windows or patios is not permitted, as bird feed can attract pests, such as mice and rats. The tenant is also responsible for cleaning up after their pets.

6

Lighting fires in the building or on the property is not permitted. Only electric grills are allowed on terraces.

7

If you have pets, you are responsible for ensuring that they do not disturb or inconvenience your neighbors. Dogs must be kept on a leash in the yard and common areas. Clean up after your pet. Any damage caused by pets must be fully compensated by the tenant.

8

Storing mopeds, motorcycles, car tires, or furniture in bicycle storage rooms or other common areas is not permitted.

9

Satellite dishes may not be installed without the landlord's permission.

10

Cars must be parked in designated areas. Parking on walkways or in front of apartments is not permitted, except for temporary loading or unloading.

11

Broken windows, holes in walls and doors, or similar damages to the property are to be fully compensated by the tenant.





# 7

## OTHER

### FASTIGHETS AB LARSMO BOSTÄDER

is a subsidiary of Larsmo municipality and owns rental properties in Bosund, Näs, Holm, Hannula, Risö, Storströmmen, Vikarholmen, and Furuholmen.

### CONTACT INFORMATION

#### Fastighets Ab Larsmo Bostäder



Norra Larsmovägen 30  
68570 Larsmo



CEO: 044 787 7209  
Secretary: 044 787 4727



[larsmo.bostader@larsmo.fi](mailto:larsmo.bostader@larsmo.fi)



[larsmobostader.fi](http://larsmobostader.fi)



The application for a rental apartment  
is done electronically.

### USEFUL LINKS

[ekorosk.fi](http://ekorosk.fi)  
[posti.fi/en/moving/change-address](http://posti.fi/en/moving/change-address)  
[herrfors.fi](http://herrfors.fi)  
[jnt.fi](http://jnt.fi)

### Act on Residential Leases

[finlex.fi/en/legislation/translations/1995/eng/481](http://finlex.fi/en/legislation/translations/1995/eng/481)





