

Tenants are required to maintain the apartment carefully. Any costs caused by carelessness, improper handling or negligence will be charged to the tenant according to the tenant charge sheet. The tenant is expected to read the instructions provided by Hoas. Carelessness or being unaware of the rules is not an acceptable excuse to avoid paying the charges. Read more about tenant responsibilities on the Hoas website. The prices on the tenant charge sheet are often lower than the actual cost of repair, and **Hoas reserves the right to charge the tenant according to actual repair cost**. Urgent work will be charged based on invoiced amount, which will make the cost significantly higher. The prices include labour, materials/parts required as well as installation costs. Hoas reserves the right to change these prices.

Basis for the charge	euro
<b>Administrative fee</b>	
An administrative fee is added to each invoice and it covers Hoas' administrative invoicing costs.	6
<b>Keys and locks*</b>	
Lost mechanical key without recoding a lock/additional key (exec, sento, gege/kaba)	40
Lost key for a shared apartment room	21
Additional/broken iLOQ S10 key	40
Additional/broken iLOQ S5 key	52
Additional/broken iLOQ S50 key	16
Additional/broken Abloy Pulse key	45
Lost mechanical key / recoding a lock (incl. one key, extra keys 38,00€ each)	267
Lost electronic key iLOQ S10 (incl. visit from locksmith 115,00€ and 1 key 40,00€)	155
Lost electronic key iLOQ S5 (incl. visit from locksmith 115,00€ and 1 key 52,00€)	167
Lost electronic Abloy Pulse key (incl. visit from locksmith 115,00€ and 1 key 45,00€)	160
Lost waste collection pipe key (rööri/imu)	36
Lost parking space heating pole key	21
Lost remote key/control for parking garage	273
Lost access key to parking garage	According to key type
Lost parking permit Pekankatu 5	38
Lost parking permit Leppävaaran pysäköinti Oy	As invoiced
Returning / replacing a broken mechanical key	According to key type
Key in the wrong lock (e.g. Abloy key in iLOQ lock socket)	As invoiced
Incorrectly returned keys (e.g. left in the apartment)	44
Charge for opening the door (by Securitas)	32
Unpaid Securitas' invoice that Hoas is collecting	47
<b>Cleaning/emptying</b>	
Cleaning per hour**	45
Removing an item from the apartment / storage locker	60
Removing few items from apartment / storage locker	178
Removing several items from apartment / storage locker	As invoiced
<b>Maintenance visit</b>	
Maintenance visit (e.g. unnecessary visits)	44
Maintenance visit (e.g. unnecessary visits) outside the office hours ***	110
<b>Heating, plumbing, ventilation, electrical devices / installation work</b>	
Plugging water outlets/inlets	65
Sink	190
Light switch, power socket or repairing an incomplete ceiling socket / connection box, inc. installation work	70
Toilet seat	385
Toilet lid	65
Unblocking a serious clog in the drains, caused by the tenant	As invoiced
<b>Repairing / servicing a fire alarm device/system</b>	
Incorrect use of the fire alarm device / system, check by maintenance company	44
Visit from Securitas or rescue department due to an unnecessary fire alarm caused by the tenant	150
Reinstalling mains-powered fire alarm	150
Renewal of mains-powered fire alarm	250

Basis for the charge	euro
<b>Installation work / renovation (per hour)</b>	
Installation work / renovation (per hour)	55
<b>Paintwork</b>	
Fixing/painting one wall, e.g. filling in holes caused by the removal of an Ikea Lack shelf	132
Painting the ceiling (per room)	275
Painting the walls in one room	275
Painting 1 room + kitchen (walls)	605
Painting 2 rooms + kitchen (walls)	825
Painting 3 rooms + kitchen (walls)	1045
Other apartment types	As invoiced
Painting enclosures (repairing damage caused by e.g. smoking)	As invoiced
<b>Floor repairs</b>	
Replacing flooring material (per room)	700
Skirting boards (per room)	105
Repairing a plastic flooring	125
Repairing laminate or vinyl flooring	350
<b>Apartment inner doors</b>	
Soundproof door	285
Repairing/replacing a door frame	105
Replacing or repairing a door	120
<b>Apartment front door</b>	
Repairing/replacing a door frame	180
Replacing a door	As invoiced
<b>Windows / glass doors</b>	
Replacing normal glass panes	As invoiced
Replacing thermal insulated glass panes or other special kind of glass pane (e.g. balcony glass)	As invoiced
<b>Kitchen appliances, range hoods</b>	
Damage caused by tenant	As invoiced
Spare part for an appliance (includes installation)	70
<b>Fixtures</b>	
Replacing a wardrobe / kitchen cabinet door	100
Cabinet, installed	275
<b>Equipment</b>	
Mirror cabinet	200
Bathroom cabinet mirror door	70
Replacing the pest controlling equipment/material	90
<b>Furniture (furnished apartments):</b>	
Bed	230
Mattress	120
Mattress overlay	90
Desk, table, desk chair	150
Shelf, drawer unit, shelving	110
Stool	60
Armchair	400
Desk lamp	45
Blackout curtains, curtain	150
<b>Special charges</b>	
Cancelling a notice of termination	42
Certificate fee	10
Modem (Itämerenkatu 12, Selkämerenkatu 6 and Santakuja 3)	100
<b>Special cases</b>	
<b>Special cases, e.g. water damage caused by the tenant or damage caused by neglecting the rules and advice such as smoking inside or constant breaking of the iLOQ key mechanism using a wrong key</b>	<b>As invoiced</b>

\* Key/tenants in a shared apartment will be given one key each and no additional keys will be available.

\*\* If the per-person share of a cleaning bill is under 10 euro, it will not be charged

\*\*\* Any work carried out outside office hours (16.00–7.00, mid-week holidays and weekends)