

# **Brf Vikingen**



## **Booking of laundry rooms**

Kista 2020-09-07



#### Laundry rooms

Laundry rooms are located on the street level of the houses. The washing time is divided into four sessions;

07:00 - 11:00, 11:00 - 15:00, 15:00 - 19:00 19:00 - 23:00.

The laundry rooms may only be used for household laundry only, and may be used by the residents of brf Vikingen, during the times stated above. The laundry rooms can be booked in three different ways:

A On website <u>www.vikingen.org</u> or <u>http://husby.bokatvatt.se/</u>

B On iphone or Android

**C** Booking board in the coarse washing rooms

Remember that you only get access to the laundry room you booked, during the time you reserved. If you have reserved the laundry session 07.00-11.00, you will not be able to enter the laundry room before 07.00. However, you get access until 11.30 to be able to pick up your laundry. You must start your laundry session within 30 minutes of entering the laundry room by opening the door with your red key tag. If you have not opened the door within 30 minutes, your reserved laundry time will return as free and someone else can book it. You can use the laundry room a maximum of twice a week.

### A On website

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Bokning   I	NSTÄLLNIN	GAR						LOGGA
Bokningstider	för Brf Husb	у		Bokningsplatser Visa/Avboka Hjälp				
Bokningar Lof	otengatan 9-	35 - Vecka 4		Välj boknings	typ: Fintvätt	Grovt	vätt	
~** 1		Nästa v	ecka 🔪	Fintvätt L 21		Fintvätt L 33	Fintvätt L 9	
IId	Mandag 21/1	1150ag 22/1	Onsdag 23/1	lorsdag 24/1	Fredag 25/1	Lordag 26/1	Sondag 27/1	
07:00-11:00				-	+	+	•	
11:00-15:00	-	-	-	-	-	+	•	
15:00-19:00	-	-	-	-	+	+	•	
19:00-23:00	-	-	-	-	+	+	•	

Log in with your username and password that you can order from Spetsudden felanmälan 08-22 04 44 or email to info@spetsudden.se

When visiting the booking site you will se a login box where you enter your username and password. You have now come to the booking screen. The booking image consists of columns and rows where each column represents one day and each row a time slot, see the image above.

**Choose** fintvätt (ordinary wash) or grovtvätt (coarse washing). If you choose fintvätt, you will also have to choose which laundry room you want to book. Click on the tab for the laundery room you want to book. There can be up to four tabs.

**Booking**, look for a free pass in the calendar image is symbolized by + and click on this. The booking is confirmed by the symbol being displayed

If you want to make a reservation for a different week, click on 'Next week', and you will be able to scroll one week at a time.

**Cancel,** if you want to change tour reserved time slot, cancel by clicking *(Cancel by clicking)* the symbol: This then switches back to:

**Show / cancel**, this option gives you a list of time slots that you have booked, and if you want you can cancel your reserved slots. The list also shows your historical reservations, so that you can get an overview of all passes you have used for the current period.

#### **Explanations**

Time slot is occupied. .Someone else has already booked it.

Time slot is not possible to reserve. This may be due to the time slot already is reserved, or that there is not enough time left to be able to both wash and dry your clothes.



#### **B** By iphone or Android

Iphone

Android

To make reservations on your smartphone, you need to download the application in the App store or Android market. The app is called "Booking" and is provided by Aptus Elektronik AB. The app is free of cost.

To be able to post your booking, you need a user ID, which you can order from Spetsudden felanmälan 08-22 04 44 or email to info@spetsudden.se It is the same as for booking via the web.

In the date zone, you can select the date and time and then choose to book a pass. You can also see current reservations.



#### **C** reservations by booking board



Booking is made on an electronic booking board that is located in the coarse washing rooms on your yard. (residents of Stavangergatan 4-14 book at Stavangergatan 34).

- Place your red tag against the board (by the blue arrow in the picture above)
- Scroll with the arrows and select a free wash session.
- Confirm the booking with YES and press the green button.
- You have now booked the laundry session

The day and time you booked the laundry session, you can enter the fintvättstuga with your red key tag. **Note, you must choose which laundry room you want to book**.

To book a laundry session on the board, you must have a red key tag. If the reserved time slot is not used within 30 minutes, others residents have the right to use the time slot.

When using machines and other equipment that are available, it is every users duty to carefully follow the current operating- and care instructions so that unnecessary damage is avoided, and to thoroughly clean up after themselves.

#### **Coarse washing**

There are also coarse washing rooms, one per yard. Stavangergatan 34, Lofotengatan 13 and Narviksgatan 15. There you can wash blankets, quilts, small rugs and heavily soiled laundry.