Management Plan in support of a
Planning Application at
18 Coop Street, Blackpool, FY1 5AJ

<u>Management Plan</u>

- Prior to arrival, the lead guest is required to complete a registration form providing names, contact details of all guests staying at the property, and their reason for staying. The lead guest also provides valid identification, preferably UK Government issued ID, such as Passport or Driving Licence.

- The lead guest must be over 18 years old

- Guests use a self-check-in method, whereby a key safe code is provided on the day of their arrival. Key safe codes are not released guest registration form valid ID are received. Check in is from 3pm. On departure the keys are returned to the same lock box

- All guests are provided with a copy of the terms and conditions on booking and a handbook in present in the property of house rules. Anyone failing to adhere to the rules may be asked to leave.

- There is no access to refuse storage there this is collected by the owner, or agent, or the property and deposited in a Euro bin on hire from Blackpool Council Waste Collection services. Many guests are short stay (1-2 nights) so this would be removed on departure. For any guests staying longer arrangements are made to collect

- The premises are managed by off-site management agents, who are experienced within the local area.

- Guests are provided with contact details of the management agents at the point of booking. This info is also displayed near the front door. These details include a 24-hour emergency contact telephone number which will also be displayed externally

- Quiet hours are between 10PM and 8AM. Parties and events are not permitted.

- CCTV is in place throughout communal areas and externally to the front and rear of property, which can be accessed 24 hours a day by the management agents

- Fire alarm systems are checked weekly and serviced at the recommended intervals.

- The servicing of the properties is provided by a cleaning company

- 24 hour maintenance / caretaking is in operation

Yours sincerely
Lisa Murdoch (owner/operator)