## Rules of Orbitaali

Orbitaali is available to members on weekdays between 8:00 and 18:00. Outside of 8:00 - 18:00, the space is not available. Make sure the door locks and the lights are off when you leave the premises.

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Every user of the space is responsible for the cleanliness of Orbitaali. Cleaning supplies can be found in the cleaning bucket on the floor.

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If the goods in the room are missing or something is broken, please inform kemistit@lists.utu.fi.

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Do not let outsiders into the space. Of course, you can bring a friend to see Orbitaali.

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Please don't take any goods away from Orbitaali. If you want to borrow something, ask permission from a board member or send a message to kemistit@lists.utu.fi.

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The university exam room is opposite to Orbitaali. So don't play music at high volume or otherwise make loud noises.

Please take off your shoes when you arrive at Orbitaali. Membership benefits include free coffee and tea. There is also oat milk in the fridge (when opening a new oat milk, write the date it was opened on the carton). Bring your own coffee cup, you can leave it at Orbitaali. After making coffee, rinse the coffee pot, put the used filter bag in the garbage and turn off the coffee maker. Sort the garbage into recycling bins. If you run out of coffee, tea, oat milk or cleaning supplies, contact the board's property manager or <a href="mailto:kemistit@lists.utu.fi">kemistit@lists.utu.fi</a>

If the space is misused, goods are stolen or other disruptive behaviour occurs, access rights will be restricted or disabled completely. Access to the space will leave passage details and there is a surveillance camera in the corridor. So, let's follow the rules of Orbitaali, so that the space can be kept as an open and pleasant place for TYK ry members!