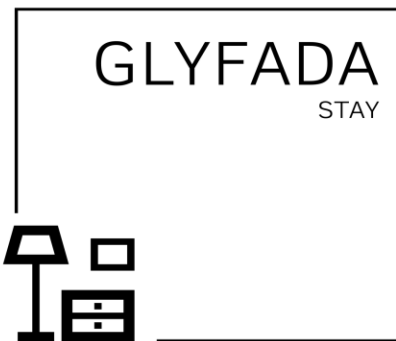




www.glyfadastay.com

Guest Guide

Important information & property guidelines

WELCOME TO GLYFADA STAY

A simple, comfortable and safe place for your short or long-term accommodation

Please read this guide before your first overnight stay.

Welcome

A few essentials to help make your stay smooth and comfortable.

Dear Guest,

We are delighted to welcome you to Glyfada Stay. We hope you enjoy your stay with us and make the most of beautiful Glyfada. Please take a moment to read the information below and help us maintain a safe, comfortable and respectful environment for everyone.

CHECK-IN From 3:00 PM	CHECK-OUT By 11:00 AM (latest)
WI-FI NETWORK Glyfadastay	WI-FI PASSWORD 20262026

Guest identification: By law, the lead guest must show their passport or National ID, if a member of our team is on spot during their check-in, or via video call if not. Alternatively, a copy can be shared by email, WhatsApp or Viber before completing their first overnight stay.

Luggage Storage

Complimentary luggage storage

Password-protected luggage storage is available on the premises at no charge. You are welcome to leave your luggage there; however, the business and its staff accept no financial or legal responsibility for loss or damage.

Safety & Security

Please follow these measures throughout your stay.

- Lock your apartment door and close all windows whenever you leave.
- In an emergency, call 112, or the relevant service: 100 (Police), 166 (First Aid Services), or 199 (Fire Protection).
- A fire extinguisher is located outside your apartment entrance. A fire blanket is located in the kitchen, under the sink.
- The premises are monitored by CCTV and an alarm system for the prevention of illegal activity and for the safety of guests, staff and the business.
- Each unit is equipped with a smoke detector. Please do not smoke or vape inside the apartments, as this may activate the fire alarm and result in a fire-service response, causing unnecessary inconvenience to you, other guests and the property.

House Rules

Thank you for helping us keep the property pleasant for everyone.

- Smoking as well as vaping are not permitted inside the apartment. A €300 cleaning fee applies for smoking or vaping indoors.
- Pets are not allowed.
- Parties, events and gatherings are not permitted.

- Please keep noise to a minimum, especially during local quiet hours: 3:00–5:30 PM and 10:00 PM–7:00 AM.
- Towels, bed sheets and pillowcases are changed every 7 nights upon request. Please notify us at least 24 hours in advance. More frequent changes are available for an additional charge.
- Please do not move furniture.
- Please remove wet or sandy shoes before entering the apartment.
- Only registered guests are permitted to stay overnight. Do not exceed the number of guests booked to stay with us.
- Please treat the apartment and our neighbors with respect.
- Please empty bathroom, room and kitchen bins regularly, by taking the respected bin bags to the Public Bins, located to the left and right of the property's entrance, within approximately 50 metres. Alternatively, leave the bin bags outside your apartment and ask us to collect them; collection is available two to three times per week.
- Illegal activities of any kind are strictly prohibited.

Cleaning, Pest Control & Climate

- Internal and external common areas are cleaned regularly.
- Apartment cleaning is available on request for an additional charge. Please provide at least 48 hours' notice. Cleaning service is not available on Sundays.
- Monthly stays include one complimentary apartment cleaning, upon request.
- Certified pest control is carried out regularly.
- Please switch off the air conditioning or heating when leaving the apartment, and keep windows closed while either system is operating.

Kitchen & Bathroom

Kitchen

- You are welcome to use the kitchen and its appliances.
- Please wash dishes after use.
- Do not pour oil or food scraps down the sink.
- Turn off all electrical appliances when you leave the apartment.

Bathroom

- Do not flush toilet paper, wipes, sanitary products or other items, as they may block the plumbing.
- Please dispose of these items in the appropriate bathroom bin.

Keys & Damages

Please keep your apartment key with you whenever you go out. If applicable, you may store it in the key locker outside your apartment. Never leave the key behind the door while you are inside.

Important: If the key is lost, the entire security lock may need to be replaced. The replacement cost is approximately €400–€500 and will be charged to the guest.

Please report any damage or maintenance issue as soon as possible so that we can resolve it quickly and avoid unnecessary inconvenience for all.

Before You Leave

- Wash any used dishes.
- Dispose of rubbish.
- Turn off lights, air conditioning, heating and electrical appliances.
- Close and lock all windows and doors.
- Leave used towels in the bathroom.
- Return the keys according to the check-out instructions or place them in the key locker outside your unit.

We're Here to Help

As a serviced-apartment business, we mainly operate with a remote front desk, although you will often see us or members of our staff around the property. Please feel free to contact us:

Viber / WhatsApp	+30 6947 838 956
Phone	+30 210 300 4640
Email	glyfadastay@gmail.com

Wishing you a pleasant stay. We remain at your disposal throughout your visit.

*Kind regards,
Andy Efstathiou - Principal*

Thank you for your attention and cooperation.