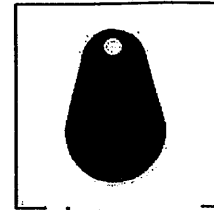


Guidance to start Machines in the Laundry

Laundry Katrine Kollegiet
June 2012

Washing Machines



tag

1) Payment Panel (buy/start a machine)

- Enter tag in panel
- Choose machine no 1, 2 and/or 3
- Choose (or reject) detergent or fabric softener
- Press ok (or cancel), machine is ready for use
- The amount is deducted from the tag

2) Washing Machines

- Put the clothes in the machine
- Close the door
- Choose washing programme
- Press start

Please Note!

- Start of washing machine **must be made within 10 minutes** after accept of reservation

• Prices:

Washing machines dkr 15.00 incl. detergent

Guidance to start Machines in the Laundry

Dryers

1. Payment Panel (buy/start a machine)

- Enter tag in panel
- Choose dryer no 1, 2, and/or 3
- 1 x press = 20 min., if more time: 2 x press = 40 min., 3x press = 60 min.
(but max. 3 periods a time = 60 minutes)
- Press ok (or reject), machine is now ready for use
- The amount is deducted from the tag

2. Dryer

- Put the clothes in the dryer
- Close the door
- Choose programme (Only light in the display when paid for)
- Press start

Please note!

- Start of dryer **must be made within 5 minutes** after accept of reservation
- If you want more time drying-time please enter the tag again and repeat above procedure
- **Prices:**
Dryer dkr 4.50 per period of 30 minutes

- Vaskerimaskiner
- Betalingssystemer
- Aut. sæbedosering
- Vaskemidler
- Rengøringsmidler
- Erhvervsrengøring

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Automatic Dosing of Detergent via Payment Panel:

Choose the required detergent and fabric softener and degree of dirt (or reject) via the screen on the payment panel.

Choose the required washing machine through a light press on the icon on the screen and follow the guidance. You have to choose, accept and finish for each machine.

NOTE! The chosen is shown as a  and ✓.



Detergent "Svanemærket" – without perfume and colour

Neutral® "Svanemærket" fluid detergents without perfume or dyes recommended for persons with asthma- and allergy. Approved acc. to Nordic environmental agreement "Svanen" and declared in cooperation with the Danish association of persons with asthma and allergies .

White: For washing by high temperatures and white clothes that will not be damaged by using bleaching agent.

Colour: For cloured clothes. No bleaching agent.

Wool and sensitive fabrics: For wool, handwash and sensitive fabrics. Glyceride added to soften the textile fibres, without enzymes, bleaching agent, perfume, and dyes.

No detergent: When using own detergents.



Fabric softener:  as option.



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Guidance to start Machines in the Laundry

Important information:

- **Opening hours – payment panel/laundry:**
Laundry/payment panel will be open all day and night.
- **Machines do not work – can be sent via panel:**
 1. Press "out of order icon" at the top of the screen to the left.
 2. Choose the machine that does not work.
 3. Choose type of failure and machine no.
 4. Let the panel read the tag.
- **Prices:**
Washing machines dkr 15.00 incl. detergent
Dryers dkr 4.50 per period each 30 minutes

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GUIDANCE TO TRANSFER MONEY TO YOUR WASH CARD/TAG WITH CREDITCARD

1. www.saniva.dk
2. Choose "Laundry time"
3. Choose - "Laundry adress"
4. Choose" login" in the User menu
5. In the user number section you enter the user number printed on the wash card.
In the section "Password" you enter 1234. Thereafter you have to choose a new personal password.
6. In the User menu you choose "Transfer amount"
7. Choose an amount between kr. 100 and 1,000
Click on "Go on to payment"
8. Choose "Credit card" – Dankort / VISA Dankort / Mastercard / VISA / VISA Electron /JBC / Maestro
9. Enter card number)
Enter expiry date) Example Dankort
Enter control numbers)
Click on "Make transfer ")
10. Payment approved. Click on "Print receipt"
11. Click on "Close page"
12. The amount will be transferred to your wash card the first time you put it into the payment system in the laundry
13. Control your transfer by choosing "My transfers" in the User menu
14. Remember to "log off" before you leave the menu

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GUIDANCE TO REGISTRATION OF MONEY TRANSFER TO YOUR WASH CARD/TAG

How to get transferred money to your washtag:

- **Transferred amounts recorded / downloaded to wash card/tag in payment panel in laundry**
- **Washing card/tag can then be used in the laundry**
- **Transferred amount / balance can be followed online at: www.saniva.dk under "Laundry time" - choose laundry address (choose English). Under "User Menu" select "My transfers" or "My Purchases", upper left see "Card balance"**

Guidance to see forgotten Password to your account via the Internet

Please do the following:

1. Please activate your laundry card/tag on the panel
2. Choose "MIN KONTO" – icon at the top in the left corner of the screen
3. The following appears:

Monthly use
Dkr

Card/tag id:
Appartment No.:
User No.:
Card/Tag No.:

Internet login:
User name:
Password:

4. **Password: Your password appears**

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IF THE MACHINES ARE OUT OF ORDER

**IF THE MACHINES ARE OUT OF ORDER
PLEASE SEND INFO BY PAYMENT PANEL
OR CONTACT THE CBS HELPDESK ON:**

<http://boligfond.cbs.dk/>

Smørum, 6. juni 2012

SANIVA FACILITY A/S

Hassellunden 4A, 2765 Smørum
☎ 44 91 34 51 • 📠 44 91 34 82
saniva@saniva.dk • www.saniva.dk

Bank: Nordea Bank Danmark A/S
Reg. nr.: 2232
Konto nr.: 8971-263-068
CVR nr.: 41 10 41 12

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**PLEASE CONTACT SANIVA FACILITY A/S
IN CASE OF:**

- **QUESTIONS REGARDING USE OF THE LAUNDRY**

SANIVA FACILITY A/S
PHONE: 44 91 34 51
Mail: saniva@saniva.dk

NOTE! Lost washing card/ tag!
New Washing card/tag is ordered via internet:
www.saniva.dk, item "washing day" – please
chose laundry address. Under item "user menu"
please chose item "Order card/tag". Please
follow the instructions.

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GUIDANCE FOR USE OF LAUNDRY:

PLEASE NOTE:

WASHING AND DRYING AT OWN RISK

**IT IS NOT ALLOWED TO DYE AND USE CHLORINE
ETC. IN THE MACHINES IN THIS LAUNDRY**

SANIVA FACILITY A/S JUNI 2012/SN

Laundry Instructions Danish – English

Koge-/kulørtvask	Boil/colour wash
Skabstør +	Cupboard dry
Skåneprogram	Gentle cycle
Strygetør +	Ironing dry /no iron
Rulletør +	Wring dry
Udglatning	Flattening/de-wrinkling
Finish/uld	Wool
Luft	Air (warm)
Strygelet	Easy Iron
Centrifugering	Spinning
Superkvikvask	Fast wash
Kogevask med forvask	Boil with prewash
Iblødsætning	Adding conditioner
Vand plus	Additional/adding water
Pumpe/centrifugering	Empty + spinning
Skyl	Rinse
Stivelse	Starch
Finvask	Fine/delicate
Slut	End
Skylning	Rinsing
Flydeslut	Water filling complete
Antikrøl	Anti-wrinkle