

## Emergencies

In case of emergency dial ext. **333**

### Baby cots

We can place a baby cot in the room at € 10,00 per night. Please contact the front office if you require a baby cot. Dial ext. 9.

### Beauty centre

If you require a beauty treatment we recommend you to make an appointment with

*Engels Creation*

*Slotlaan 84A*

*3701 GP*

*ZEIST*

*Tel. Nr. 030 6913474*

*www.engelscreations.nl*

### Blankets

Contact the front office if you require extra blankets. Dial ext. 9.

### Breakfast

An extensive breakfast buffet is served at the Figi Restaurant.

From Monday to Friday:

06.30 AM to 10.00 AM

On Saturday and Sunday:

07.30 AM to 10.30 AM

For room service breakfast, fill in the breakfast menu in your room and hang this, before 03.00 AM outside your door. Alternatively you can order room service breakfast, till 10.00 AM, by dialling ext. 560.

### Business service

The front office staff can assist you with photocopying and faxing messages. For more information on these and/ or other business services dial ext. 9.

### Bicycles for rent

See the countryside on a bike? You can rent a bicycle for €12.50 per day at our front office. A reservation is required. The electric bicycles are €19.50. Dial ext. 9 to check availability.

### Check-out

Check-out time is before 12 o'clock but you can settle your account any time at our front office. Late check out until 5 PM at €25,- is upon availability and can be requested at the Frank Office. Dial ext. 9.

### Cinema

Hotel Theater Figi shows daily several different movies in its cinema. Movies are shown in their original version with Dutch subtitles.

For more information please contact the front office. Dial ext. 9.

Want a night out, without leaving the hotel? Figi offers cinema packages combined with dinner.

*Package 1: Avondje Filmdiner* € 32,00 p.p.

- Welcome drink

- Main course with a glass of wine in Figi Restaurant

- Cinema ticket

*Package 2: Avondje Figi* € 47,50 p.p.

- Welcome drink

- Starter and Main course with 2 glasses of wine in Figi Restaurant

- Cinema ticket with a drink during the break

- a drink with snacks after the movie in the bar

### Coffee and tea facilities in the room

We offer coffee and tea facilities in the room at €7.50 per stay. Please contact the Front Office for this service. Dial nr.9.

### Credit cards

Hotel Theater Figi accepts the following credit cards:

- Eurocard./Mastercard
- Diners Club
- Visa
- American Express

Cheques will not be accepted.

### Do not disturb / Make up room

If you don't want to be disturbed please hang the "do not disturb" sign outside your door. If you want your room to be cleaned during your absence, place hang this sign on the door. When you don't remove the "do not disturb" sign housekeeping staff will leave a bag with fresh towels next to the room door.

### **Dry-cleaning and laundry**

Please fill out the laundry list and put your laundry together with the list in the laundry bag which can be found in one of the drawers in your room. Please hand in the bag at the front office, before 9 AM. Your laundry will be returned to your room the same day after 7 PM. This service will only be offered from Monday till Friday. There is no laundry service on weekends and public holidays.

### **Duty Manager**

If you have a suggestion or a complaint, please contact the Duty Manager through the front office. Dial ext. 9.

### **Environment**

Should you want to reduce your impact on the environment and re-use your towels please hang them over the towel rack, if not, please leave them on the bathroom floor.

### Sustainable Figi

Figi finds sustainability an important issue and is constantly improving the environmental-friendly nature. We would like to bring the activities of Figi, about sustainability to your attention.

### Water

A number of years ago Figi has purchased water-efficient plumbing. With this acquisition water use is reduced, without affecting the function of the plumbing. We kindly ask you to use the plumbing as efficient as possible, to save water and to contribute to the preservation of the environment.

### Waste

Waste separation has become more and more important. With waste separation, the environment will be affected a lot less charge. Figi is a strong advocate of waste separation and has already made great strides in waste separating, including: cardboard / paper, cartridges, batteries, porcelain, food and green.

### Electricity

Figi is a proud owner of a combined heat and power (CHP). The CHP generates electricity for Figi. Electricity is a major burden on the environment and Figi is trying to reduce their use wherever possible. Therefore we need your help. When you leave the room, do not leave the lights on, but turn them off to save energy.

### **Electricity**

The Netherlands has an AC 230 volt/50hz. power supply. If you need an adapter: the front office can lend you one. Dial ext. 9.

### **Emergency exit**

Upon arrival in your room familiarise yourself with the location of the emergency exits, which you can find on the inside of the room door. In case of fire do not use the elevators but the emergency stairs. These can be found on both ends of the corridor.

### **Espresso bar**

Our Figi Espresso bar is situated on the ground floor. Opening hours:  
Daily 09.00 – 21.00

### **Fire**

Notify any fire immediately by breaking the fire glass panels located against the walls in the hotel corridor and by dialling the emergency number 333.

Do not use the elevators but use the stairs that can be found, well indicated, at both ends of the corridor.

Please remain calm and do not panic.

### **First Aid**

A First Aid kit is available at the front office. Dial ext. 9.

### **Hairdryer**

A hairdryer is located in the wardrobe or in the first drawer of the nightstand in the room.

### **Housekeeping**

For any special request, please contact the front office. Dial ext. 9.

### **Ice cubes**

Please contact room service if you need ice cubes. Dial ext. 560.

### **Fitness**

Our fitness room is on the 3<sup>rd</sup> floor. Go through the door at the end of the corridor on the 3<sup>rd</sup> floor. The fitness room is the second door on the right side. Using our fitness is free of charge for hotel guests.

### **Iron and Ironing board**

Contact the front office if you require an iron and/or an iron board. Dial ext. 9.

### **Internet**

Wireless Internet is available through the hotel. Using wireless internet is free of charge.

#### Instructions WIFI

Start your Internet browser. You will be linked to the Figi Internet Access webpage. Accept the terms & conditions. Each time you will be connected to Internet for 2 hours. Repeat action after 2 hours.

#### Instructions Internet on Smart TV

The Smart TV in your room can also be used for Internet. Press the 'home' button (button with a house) and choose 'Browse Smart TV' by using the arrows on the remote. Confirm with 'OK'.

Choose your language and you will get options for most-visited websites. With the option 'Internet' you can fill in the URL of a website that is not shown. Use number buttons on the remote to type. The method is the same as an old mobile phone. For example press 3 times 2, to get the letter c.

### **Key card**

We advise you, for maximum safety, to keep the key card always with you and do not hand it in to the reception during your stay. Report lost keys immediately to the front office staff so that they can re-program the lock and supply you with a new key card. Upon your check out please return the key card to the reception staff.

### **Lost property**

Regarding lost property contact the front office staff. Dial ext. 9.

### **Luggage**

Temporary luggage storage after check out, can be done at reception. Storage is on your own risk.

### **Mail**

There is a mailbox in the lobby of the hotel. Stamps can be purchased at the book store *Bruna*, in the city centre of Zeist.

### **Medical assistance**

If you need medical assistance, please contact the front office staff. Dial ext. 9.

### **Non-smoking**

Hotel Theater Figi is a "non-smoking" hotel. In case of abuse, a penalty can be given to the guest, the penalty will be allocated because of the additional cleaning of the room. The penalty of 250 euro will be added to the hotel bill, if a credit card guarantee is applicable, the penalty will be charged. When the fire alarm is activated because of the smoke from a cigarette, or when the guest repeats smoking after a warning, the access to Hotel Theater Figi can be denied. Smoke detectors which are strategically placed, relay detected smoke to the Fire Department. If you choose to remove the smoke detector, this will be considered as a felony.

### **Parking**

At the rear side of the hotel, is a public parking garage. It is not possible to reserve a parking space. The facility is open 24 hours.

#### Free of charge for hotel guests

Parking is free for hotel guests. The parking docket received at the entrance of the parking garage needs to be validated by the front office staff.

#### Parking safety and responsibility

Parking is at your own risk. Closed circuit television is used to supervise the parking garage.

### **Photocopies/Fax**

The front office staff can assist you with photocopying and faxing messages (€0.25 per page). For more information and other business services, dial ext. 9.

### **Pillows**

There are extra pillows in the wardrobe of the room. If you require more dial ext. 9.

### **Gifts**

A small collection of souvenirs and World Wildlife Fund gifts can be purchased from the front office staff.

### Restaurant

The Figi Walkart Park Restaurant is situated on the ground floor, next to the front office/lobby. The restaurant is open for breakfast, lunch and dinner. Dial ext. 560.

#### Opening hours

##### Breakfast:

Monday till Friday 06.30 - 10.00  
Saturday and Sunday 07.30 - 10.30

Lunch Daily 12.00 - 14.30

Diner Daily 17.00 - 22.00

*In certain periods Figi Restaurant will be closed on Sunday evening. Figi Theatercafé will be open for dinner.*

Small menu Daily 09.00 - 18.00

### Room service

Room service is available from 07.00 to 22.00. Please contact the Figi restaurant. (Dial ext. 560) for room service. There is a menu in your room on top of the minibar.

### Safe

A safe has been installed in your room in the wardrobe. The key to operate the safe can be obtained at the front office. The use of the safe is free of charge and at your own risk.

The safe in the Suite is installed in the kitchen.

### Shopping

Shops in Zeist are open from 0900 to 18.00. Late night shopping (till 21.00) is on Friday. On Saturday most shops are open till 17.00. Shops are closed on Sunday, Holidays and Monday morning.

### Swimming pool

The indoor swimming pool nearest to the hotel is *Swimming pool "Dijnselburg"*  
*Badmeester Schenkpad 8*  
*030 6990006*

More information about opening hours and entrance fee, please contact the reception ext. 9

### Taxi

At your request the front office staff can order a taxi for you. Figi has special rates for taxi's to Schiphol Airport.

### Telephone

You can dial directly from your room to anywhere in the world, by dialling a **0** to obtain an outside line. The costs of your call will automatically be charged to your account.

### Television

The television in your room offers both national and international channels. For more information see the manual in your room.

### Theatre program

Please contact the front office staff for a complete program of the theatre productions in the Figi Theatre. Dial ext. 9.

### Theatercafé

The Figi Theatercafé is situated on the ground level and can be accessed from the Atrium or through the Dorpsstraat. Coffee, tea and a wide selection of national and international drinks, including several draught beers, are served here as well as snacks and small meals. Dial ext. 566

#### Opening hours:

Sunday till Thursday 12.00 - 00.00  
Friday and Saturday 12.00 - 01.00

During the summer months (from July 1<sup>st</sup> till August 31<sup>st</sup>) the Figi Theatercafé is closed. Our terrace at the restaurant is open till 24.00.

### Toilet articles

The front office staff can provide you with additional guest amenities such as toothpaste, toothbrush or raiser. Contact the front office. Dial ext. 9

### Toilet for guests with disabilities

There is a toilet for guests with disabilities on the ground level.

### Umbrellas

You can borrow an umbrella at the front office.

### Wake-up call

If you need a wake-up call, please contact the front office. You can also use the instructions from the manual on top of the television to program the television for a wake-up call. Dial ext. 9.