

Accommodations Manual

2025-12

1. Accommodation

In the Netherlands we work in accordance with the Good Landlordship Act. This law requires that living and working be separated. For Goodmorning BV, the rental is via Good Facility B.V. Good Facility B.V. provides accommodation at various locations in the Netherlands and in Belgium. The leased property is explicitly intended for occupation by labour migrants. The tenant accepts that the rental is for independent living space and that certain areas are intended for common use with the co-tenants. Good Facility B.V. holds the 'SNF' certificate, which means that all homes offered by via Good Facility B.V. meet at least the standards set in this certificate and the standards set in the CLA for temporary employees. The rental price includes gas, water, internet, contents and (municipal) taxes. You can find the rental price in your accommodation agreement. The rental price can be increased by the landlord due to increases in costs. This will be communicated to you via the APP correspondence from Plan4Flex.

2. Procedure

- Arrival and welcome at Saturday between 12:00 and 19:00 hour and at Sunday between 12:00 and 17:00 hour at the Stella Maris accommodation in Steenbergen, at Mr J Haarmanweg at Terneuzen or at Kasteelstraat at Retie (Belgium).
- After arrival you will move on to the accommodation in the immediate vicinity of you and the clients where you will work.
- If you change work, it will always be reassessed whether your residential location is a good fit for your network. If travel time increases due to a change of work, you will be asked to move.
- You can reserve the room via the APP correspondence subject Planning. It is possible that this request will be refused.
- If you have a preference for a co-tenant, please let us know before arrival or with your coordinator. We can only take this into account if the work for the co-tenant is also in the same work environment. We cannot make any promises for co-tenants.

3. Houserules

Main accommodation rules:

As an employee, you must follow a number of rules regarding accommodation. These rules are also specified in the accommodation regulations:

- Please bear in mind that you also live with other people and neighbours;
- Do not cause any (noise) nuisance. Be mindful of your fellow residents and neighbours;
- It is forbidden to smoke in the accommodation;
- Using or selling drugs in the accommodation is strictly prohibited;
- Keep the house clean;
- Be careful with the accommodation and the furniture;
- Only park your car in the designated parking spots;
- Damage must be reported immediately;
- Do not let strangers into the house to prevent possible theft;
- We will report any theft/handling of stolen goods to the police;
- Waste must be disposed of properly and correctly.
- Oil, grease and coffee grounds should not be washed down the sink,
- In the shower or toilet it is forbidden to throw personal hygiene items, cleaning wipes, food in the sink

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House rules have been drawn up in each home and we expect you to follow these house rules. You are required to behave as a 'good tenant', which means that you are expected to grant the lessor access to the rented property to allow them to perform repairs or inspections (twice a month). These inspections are necessary to ensure safety and to meet the certification requirements of accommodation bodies such as the SNF.

These rules will be provided to you upon arrival. Please read the rules carefully and follow them at all times. Local rules must also be respected. Finally, you are also expected to be a good neighbour!

4. Deposit

The tenant pays a deposit of €150.00 to cover any unpaid rent amounts and possible damages caused by the tenant. The deposit of €150.00 will be deducted from the salary if there is room above the net equivalent. The deposit will be replenished up to a maximum of €150.00 if unpaid rent amounts are offset against the deposit during the rental agreement period.

The landlord will refund the deposit within thirty days after the termination of the rental agreement, unless:

- a. There is damage caused by a failure on the part of the tenant in fulfilling the rental agreement, in which case the landlord will refund the remaining deposit within thirty days after the termination of the rental agreement, after deducting verifiable costs for repairing the damage;
- b. The tenant has not yet paid the due rent or service charges, in which case the landlord will refund the remaining deposit within thirty days after the termination of the rental agreement, after deducting the still owed amounts.

5. What do we expect from you

All accommodation provided by Good Facility B.V. is fully furnished and equipped with the necessary facilities. You are not allowed to bring your own furniture or make any changes to the accommodation.

You are responsible for cleaning the accommodation and for garden upkeep. This will be checked by Good Facility B.V. (the lessor). If any shortcomings are identified, the cost of remedying them will be deducted directly, and the work will be carried out by the lessor. If it's unclear who was at fault, the costs are divided among all residents of the property, according to the housing planning system. It's therefore important to report damages via Plan4Flex APP to prevent abuse. The costs incurred by Good Facility B.V. may be passed on to you through Goodmorning B.V.

For hygiene reasons, each person must provide their own bed linen, consisting of a pillow, duvet, fitted sheet and duvet cover. Use of bed linen, to protect the mattress, is obligatory. A mattress protector is also provided. This should be returned upon departure.

You should report any general damages, defects or emergencies relating to your accommodation through the Plan4Flex APP, with subject Housing or to your Coordinator. Please report any damage to the reception or with the manager of your accommodation.

You may be charged for damage caused by recklessness. If it cannot be proven who caused the damage, you and your co-occupants may be charged jointly. It will be deducted from your wages.

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6. Penalty's

If you fail to fulfill your obligations, you will be charged a fine in accordance with the rental agreement, Article 6, the penalty clause. If it is found that the obligations have not been met, you will be notified and the fines will be deducted from your wages up to €100. Amounts exceeding €100 will be processed via a payment request.

7. Emergency's

In case of an emergency, you can reach us on the central emergency number +31(0)167-526520. By EMERGENCY we mean fire / dangerous situations / serious illness or accidents. When there is no time to lose, call 112 for the fire brigade, police or an ambulance.

8. To move private location

If you wish to leave the accommodation permanently, you must notify Goodmorning BV in writing. We apply a notice period of one week. You can request private living via the APP correspondence from Plan4Flex. Once this has been completed correctly and signed, the one-week notice period will commence.

9. Out check rules

- You must check out at the latest at Sunday 12:00 o'clock.
- You take all your personal belongings with you
- You make sure your room is clean
- You make sure all trash cans are empty
- The dishes are clean and put away
- The bed has been stripped and any linen has been returned- You hand in the card/key at the reception/coordinator