

HOUSE MANAGEMENT PLAN

1. Details & Timetable of Operations

- **Marketing and Advertising:** The property is marketed and booked through established online short-stay platforms, specifically Airbnb and Booking.com.
- **Management Role:** We (the property owners) personally manage all aspects of the business, including guest communication, digital bookings, property cleaning, lawn care, and ongoing maintenance.
- **Timetable:** The short-term rental is intended to operate full-time, year-round on an ongoing basis.
- **Calendar Synchronization:** To prevent double-bookings or exceeding approved guest capacities, we utilize a centralized channel manager that synchronizes calendars across all booking platforms in real-time.

2. Scale of Operations & Occupancy Limits

- **Maximum Guest Capacity:** Overnight accommodation is strictly capped at a maximum of five (5) guests at any single time.
- **Room Layout:** Guest sleeping areas are strictly confined to the four (4) designated habitable bedrooms displayed on the submitted floor plan. Common areas, lounges, or non-habitable spaces will never be utilized for guest bedding.

3. Customer Car Parking & Equipment Storage

- **On-Site Parking Availability:** The property features a large driveway and secure parking area capable of comfortably housing six (6) vehicles within the property boundaries.
- **Parking Enforcement:** No guest parking is permitted on the street or grassed verge. Guests are explicitly notified via our house rules that all vehicles must remain parked inside our designated bays.
- **Equipment Storage:** Guest recreational gear (such as beach equipment or bicycles) must be neatly stored within the secure on-site storage area indicated on our site map to keep the property's exterior tidy.

4. House Rules & Amenity Management

- **Anti-Social Behavior Control:** Parties, large functions, or unauthorized gatherings are completely forbidden at the property. The property will not be used as "Party Accommodation".
- **Quiet Hours:** Strict quiet hours must be observed by all guests between 10:00 PM and 7:00 AM daily.
- **Pet Policy:** Pets are strictly prohibited at this property, completely removing any risks associated with animal noise or neighbor nuisance.
- **Check-In/Out Window:** Guest arrivals and check-ins are restricted to daylight hours between 7:00 AM and 7:00 PM to reduce neighborhood disruption.

5. Waste Management

- Refuse Disposal: The property utilizes standard City of Rockingham curbside wheelie bins. Clear bin collection schedules are posted inside the home, and our management team personally visits the property weekly to monitor and wheel bins out to the curb.

6. Emergency Contacts & Safety Compliance

- 24/7 Contact Availability: Our direct mobile contact number [REDACTED] will be registered with the City and distributed directly to our immediate neighbors. We are available 24 hours a day to respond within minutes to any neighbor queries or complaints.
- Fire Safety: The home features hardwired, operational smoke alarms and certified residual current devices (RCDs). A fire extinguisher and fire blanket are mounted in the kitchen area.
- Guest Evacuation Guide: A copy of our written Emergency Evacuation Plan and a diagram highlighting safe exit pathways to the Council Avenue assembly area are permanently displayed in the front entryway foyer.