

## SERVICES OF LA PASSERELLE CONCIERGERIE



Below you will find a choice of services to choose from according to your needs. For regular services, or monthly packages can be offered on a quote basis to best meet your expectations.

Please do not hesitate to contact me for more information, I will be happy to discuss your requirements and tailor the services to your needs.

### SERVICES À LA CARTE FOR A TOURIST RENTAL \* (tick the options chosen)

*All taxes included*

#### CHECK-IN : €35

Welcoming tenants on the day of their arrival (to be defined in advance).

Tour of the property with tenants, explanation of the property rules and regulations, information on household waste disposal instructions.

Discussion with tenants to answer their questions about local life and activities.

Collection of any security deposit check. Handing over of keys to the property.

#### CHECK-OUT : €35

This service consists of collecting the keys from the tenant on departure, locking up the rented property, and carrying out a general check of the cleanliness and compliance with the property rules. The departure time is agreed in advance with the tenants.



## ○ **CLEANING : STARTING FROM € 50**

The cleaning service is carried out after the tenants have left in order to prepare the property for the next rental.

Cleaning is carried out using cleaning products provided by the cleaning service provider (high-quality, organic and eco-friendly products). The equipment used (vacuum cleaners, brooms, buckets, mops, sponges, tea towels, dustpans and brushes, etc.) is provided by the cleaning service.

The cleaning service will be billed in proportion to the size and condition of the accommodation.

## ○ **GARDENS AND EXTERIOR MAINTENANCE : ON ESTIMATE**

La Passerelle works with a trusted landscaping service provider for weeding, tree and shrub maintenance, green space creation, landscaping, etc.

## ○ **LINEN : €35, FOR 2 PEOPLE**

Household linen is replaced during cleaning after each departure when preparing the accommodation for the next rental. The quantity of linen must be adapted to the number of beds, bathrooms and/or maximum occupants of the accommodation.

## ○ **TRAVELLER ASSISTANCE DURING THE STAY : €35/HOUR**

Minor maintenance of the accommodation during the tenant's stay (light bulbs, batteries and purchases of small accessories) is covered by the Service Provider. La Passerelle may freely purchase and replace small accessories up to a limit of €30; above this amount, the client's written agreement will be required. The expenses incurred will be included in the invoice.

In the event of a problem requiring the intervention of a specialist or tradesman, La Passerelle will offer to find a service provider, to be approved by the client.

## ○ **MANAGEMENT OF DIFFERENT SERVICE PROVIDERS : €25**

La Passerelle undertakes to be present during the work of the various maintenance service providers (electrician, plumber, heating engineer, etc.) in order to open and close the property and ensure that everything is in accordance with the instructions.

## ○ **PURCHASE AND INSTALLATION OF CONSUMABLES : €35**

If the Customer wishes the Service Provider to replace consumables, these will be invoiced to the Customer in addition. Examples include, but are not limited to: toilet paper, toilet freshener, soap, kitchen roll, washing-up liquid, condiments, dishwasher detergent, sponges, etc.

## ○ **WELCOME BASKET : PRICE DEPENDING ON THE CONTENTS OF THE BASKET**

The Customer chooses regional products from the list provided by La Passerelle sufficiently in advance. These various products are made by local artisans.

They will be invoiced separately to the Customer or tenant if the latter places the order in advance with La Passerelle.

## ○ TRANSPORT FROM THE STATION TO THE RESIDENCE : STARTING FROM € 40

La Passerelle offers to pick up tenants if necessary from Laumes Alésia or Montbard station and drop them off at the residence.

## ○ GROCERY SHOPPING : €40 + COST OF GROCERIES

La Passerelle can, at the tenant's request, do grocery shopping and deliver it to the accommodation. The tenant agrees to pay in cash upon delivery upon presentation of the receipt. For online shopping, La Passerelle offers L'Auxois à la Bouche, [drive.lauxoisalabouche.fr](http://drive.lauxoisalabouche.fr). Possible collection points by La Passerelle: Précý-sous-Thil, Vitteaux, Semur-en-Auxois.

### \* Rates may be increased in the event of :

- urgent intervention,
- evening travel,
- weekends and public holidays
- special requests
- travel outside the La Passerelle area

**Looking forward to chatting with you!**

colettejdavis@icloud.com

06 59 83 84 42

Siret : 988 610 390



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SERVICES À LA CARTE FOR A SECONDARY RESIDENCE \* (tick the options chosen)

*All taxes included*

### SURVEILLANCE & SECURITY

CHECK-UP VISIT (ONCE A MONTH) : €40

La Passerelle collects your post, checks the locks, looks for any weather-related problems, airs the house and makes sure the alarms are working properly.

A photo report is included with each visit. A supplement may apply if the report requires additional time due to an incident.

### PREPARATION OF THE HOUSE BEFORE ARRIVAL :

VENTILATION, LIGHT CLEANING, HEATING, WATER SUPPLY : €50

Flat rate for up to 1.5 hours of work.

ESSENTIAL SHOPPING : FROM €40 + COST OF SHOPPING

Delivered and put away before the customer's arrival.

HOUSEHOLD LINEN PREPARED : FROM €35 DEPENDING ON THE NUMBER OF PEOPLE

Beds made, towels provided.

## ADDITIONAL SERVICES :

### PARCEL COLLECTION AND RETURN : FROM €20

Proof of receipt, parcel tracking and payment receipt provided.  
any additional costs will be billed to the client at the end of the month.

### EXTERIOR CLEANING (PATIO, OUTDOOR FURNITURE, ETC.) : FROM €40

Preparation and maintenance of the patio between seasons, maintenance of furniture, etc.

### BASIC GARDEN MAINTENANCE : PRICE FROM €45

Weeding, mowing, watering, etc.

### GREEN SPACE CREATION, PRUNING OR LANDSCAPING : ON ESTIMATE

La Passerelle works with a trusted landscaping service provider for weeding, tree and shrub maintenance, green space creation, landscaping, etc.

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