

KAUAI HAVEN

INFORMATION BOOK

Aloha! And Welcome to the Garden Island

Your Property Address is:

Alii Kai I
3780 Edward Rd. Building 3-104
Princeville, HI 96722
(808) 378-4571

We are thrilled to share our Kauai Haven with you! We want you to have a comfortable and memorable visit. While you are our guest, we ask that you observe the following items in order to make your stay more enjoyable. Please remember this condo is privately owned, so please treat it with the same respect you would show as an invited guest.

Wi-Fi INFORMATION

Wi-Fi NETWORK Name is: **KHaven**

Wi-Fi PASSWORD is: **kauaihaven3104**

LOCAL RECOMMENDATIONS

Island Activities & Local Information: Susie Chevalier [Kauai Vacation Activities](#)

- *Mention: Kauai Haven*

Beaches & Things to Do, visit our website: [Kauai Haven](#)

IMPORTANT PHONE NUMBERS

Complimentary Concierge: Susie Chevalier	(808) 634-2928
Housekeeping: Island Hale Clean Services	(808) 652-2618
Kauai Haven: Alii Kai #3104 phone number	(808) 378-4571
In case of medical emergency	Call 911
Hanalei Fire Station	(808) 828-6333
Hanalei Police Station	(808) 826-6214
Island Road Conditions	(808) 241-1725
North Shore Medical Clinic, Kilauea	(808) 828-1418
Wilcox Hospital, Lihue	(808) 245-1100

*If you are dialing from the landline phone provided, there is no need to add the (808) area code

GROCERY SHOP

Costco, Target, Wal-Mart.....	Lihue: 31 miles from Kauai Haven
Safeway.....	Kapaa: 22 miles from Kauai Haven
Kilauea Market.....	Kilauea: 6 miles from Kauai Haven
Healthy Hut Market.....	Kilauea: 6 miles from Kauai Haven
Foodland.....	Princeville: 2 miles from Kauai Haven

CHECK OUT LIST

Check Out Time

- As a reminder, **check out is 10am**. We are happy to try to accommodate your late flights and possibly extend a late check out if there is not another guest coming in on your departure date. This must be arranged at least 48 hours prior to your departure. Please contact ***info@kauaihaven.com*** to possibly extend your check out.

Departure Check List

As you prepare to check out, we would like to remind you of a few items to pay attention to as you depart:

- Leave the POOL key on the hook on the back of the front door
- IF the DOOR KEY was used, return the key to the lockbox

The above items have REPLACEMENT fees (\$75/ea.). We would hate for your vacation to end with an unexpected expense, so please check to insure you have not accidentally left without returning them.

The property should be left in the same condition upon departure as at check-in. When checking out, leave the home neat and tidy.

- Wash all towels, and start them drying before departure
- Remove bed sheets
- Rinse off & put Beach Chairs/Toys away in outside storage container
- Remove trash to outside garbage containers
- Load/run dishwasher
- Close windows
- Turn off all fans

THE CONDO

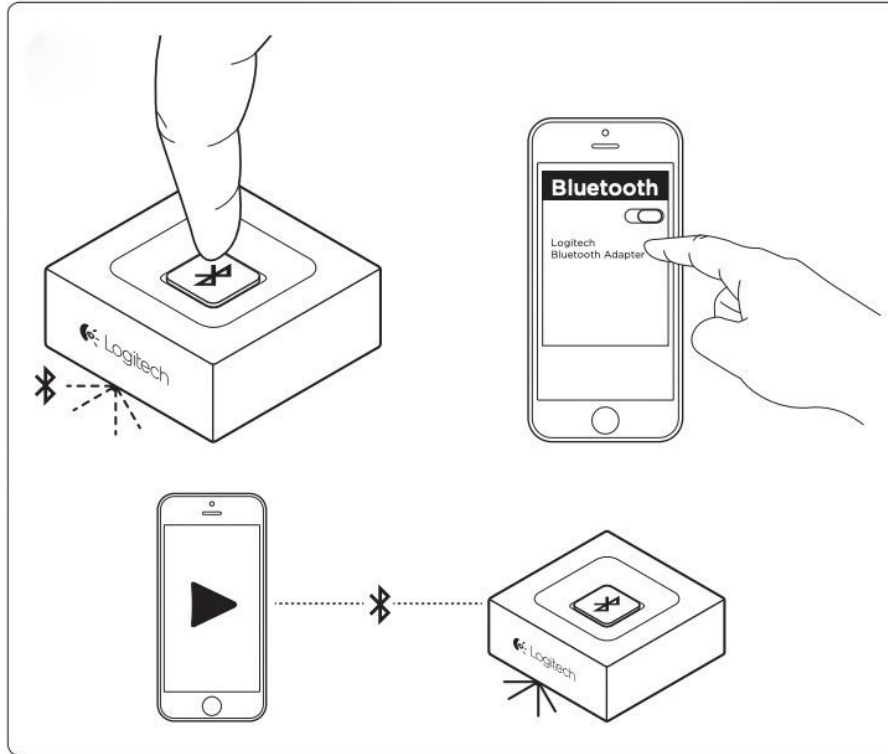
Air Conditioning	There are three separate units: (1) in the living room (1) in the master bedroom and (1) in the guest bedroom. ***For operating instructions, see below.
Barbecuing	Barbecuing is not allowed on the walkways or lanai. There is a community BBQ located between building 3 & 4.
Coffee	For our coffee drinking friends, a Keurig is provided. A few starter K-Cups are provided.
Damage Report	If there is any accidental damage during your stay, or if damage is noted upon arrival, please report it to us at once. Your damage insurance waiver does not cover damage that is not reported prior to your departure. Please email the damage information to: <i>info@kauaihaven.com</i>
Draperies	Please help us keep our home beautiful by closing the draperies in the living room when you go out. The sun is harsh & can cause damage.
Fans	There are 4 ceiling fans and 2 stand-alone fans. An attic fan is available in the unit.
Geckos	You may see some geckos. Geckos are friendly lizards that eat insects. They are shy creatures and you should not be afraid of them. We welcome them as a form of environmentally safe pest control.

Housekeeping	For additional housekeeping needs, contact: Island Hale Cleaning. The phone number is listed above. The rate is \$40/hour with a 2-hour minimum. This is paid directly to the housekeeper. We appreciate your respecting our posted 3pm arrival and 10am departure times, unless you have received prior approval.
Insects/Pests	The tropical climate can invite unwanted insects. The units are sprayed by a professional pest control service quarterly. You can help by being careful not to leave food, even crumbs, on the counters overnight. Run the dishwasher and disposal often and empty the garbage each evening. Little ants have their origin in the soil around the building. If you see ants, let us know so that we can have the foundations sprayed. Small ants can also enter the property on fresh flowers.
Internet Troubleshooting	If you encounter any trouble with the internet, please contact the on-island concierge or Andy at (619) 987-7464.
Laundry	A supply of extra towels can be found in each bathroom. There is a spare set of linens for each bed in the closet. Beach towels are provided. Please do not leave more than one set of linens per bed and one set of towels per bathroom for the housekeeper to wash. If you wish to change the linens or towels for fresh ones, wash and replace the original set. There may be a housekeeping charge of \$15/load if excess laundry is left for the housekeeper.
Outdoor Storage Container	The outdoor storage is unlocked and is located on the lanai. It contains beach chairs, snorkel equipment, umbrella shade, cooler, etc. (please rinse items prior to departure)
Parking	Parking is complimentary for our guests. The spaces are reserved for Alii Kai property owners. Feel free to park in any available stall.
Phone	For your convenience, a phone is provided for local calls. You are welcome to use it for local (Kauai) calls and receive calls. If you need to call off island, or to the Mainland, reverse the charges or use your credit card. Long Distance charges will be billed to the credit card on file or subtracted from the security deposit.
Quiet Time	Please be considerate of your neighbors. This is a tranquil, quiet spot, sought out by guests as a place for a well-needed rest from their busy and demanding schedules. After 9:00pm and before 9:00am, no unnecessary noise that would interfere with the comfort or convenience of others, please. If you are traveling with children, you are responsible for their behavior and actions. The stairways and walkways are not suitable play areas.
Refrigerator	Please leave the refrigerator and freezer controls on medium setting. When set colder, the machine freezes up and will shut down, possibly causing damage, and certainly inconveniences as it will need to be unplugged and left turned off for 24 hours.
Shoes	Please DO NOT wear shoes in the condo. It is the Hawaiian custom to remove your shoes before entering someone's home. Remove shoes before going inside as the red Kauai soil stains! We have provided a basket just outside the door for your outdoor shoes. You may want to bring slippers for indoor use.

Smoking	Please remember this is a SMOKE FREE property. If you MUST smoke, be sure to do so away from any buildings as to not disrupt other guests.
Starter Supplies	Basic housekeeping service consists of the condo being ready for your arrival and cleaned when you leave. Interim maid service can be arranged, at an additional cost. With the exception of the dishwashing compound, which we provide, supplies that you find within the unit are meant as a “starter set” for you. This includes: toilet paper & spare, shampoo, conditioner, hand lotion & soap for each bathroom, a roll of paper towels and a clean sponge for the kitchen, dish soap and several spare kitchen trash bags. If you need to replenish items, then it is up to you to purchase these items at the grocery store. Look under the vanity for additional toilet paper.
Stray Animals	Stray cats appear from time to time. It is difficult for those of us who love cats to ignore these animals, but feeding them only encourages them to stay. They are usually infested with fleas and if allowed in the condo, the condo has to be sprayed and guests are inconvenienced. Please do NOT feed or let cats inside the condo.
Sunscreen	Sunscreen lotions that contain PABA can permanently stain upholstery and bedspreads. Do NOT apply these lotions while inside the condo and rinse them off upon returning and before sitting on the furniture or on bedspreads.
Trash	Please remove all garbage when you go and leave dishes clean, to help us keep pests like ants from finding their way in. Trash/Recycle dumpsters are outside the unit.
TV's	There are 2 SMART TV's (Living Room and Master Bedroom).
Whole House Music System	The whole house music system uses YOUR Bluetooth device paired with the small black “Logitech” device that is next to the condo's telephone. *For Pairing Instructions, see below.
Windows	Be sure windows are CLOSED when you leave the unit as the weather changes quickly in Kauai.

***Whole House Music System: Pairing Instructions**

- Step 1: On your phone or Bluetooth device, move to the Bluetooth set up screen. Then, press the Bluetooth button on the square black device located on the kitchen counter, next to the condo's telephone, for 2 seconds and release...Now you should be able to complete the connection on your Bluetooth device
- Step 2: Set base volume and start/stop music using the controls on your device.
- Step 3: There are 4 volume control dials throughout the condo – Living room, Guest bedroom, Master bedroom and Master bathroom.



*****A/C Operating Instructions**

- Step 1: Be sure all windows and doors are closed in order for a/c to operate.
- Step 2: Press the power button on the left-hand side to turn the system on.
- Step 3: Use the up/down arrow to adjust the temperature.
- Step 4: If you leave the condo, be sure to turn off the a/c.



We are so happy you stayed with us. We love our island and hope you were able to relax and feel our special aloha. We hope you return to our island soon!

Mahalo



HOUSE RULES FOR ALII KAI AT HANAIEI

The primary purpose of these house rules is to protect all occupants from annoyance and nuisance caused by improper use of ALII KAI at Hanalei and also to protect the reputation and desirability of ALII KAI at Hanalei by providing maximum enjoyment of the premises. These House Rules may be amended by the action of the Board of Directors of the Association of Owners.

The full authority and responsibility of enforcing said rules may be delegated to a managing agent by the Board. All occupants, tenants, and their guests shall be bound by these rules and by standards of reasonable conduct whether covered by these rules or not; provided, however, neither the Board of Directors nor the managing agent shall be responsible for any noncompliance or violation of said rules by the occupants, tenants and their guests.

A. General Provisions

1. No occupant shall make or permit any disturbing noises in the building, nor do or permit anything to be done that will interfere with the rights, comfort and convenience of other occupants.
2. The tone volume of radios, TV and Wi-Fi sets, telephone bells and musical instruments shall be turned down so as to avoid bothering neighbors.
3. No rugs shall be beaten on the lanais or on the passageways, nor dust, rubbish or litter swept from the lanais or into any of the passageways.
4. Trash containing dry garbage, cans, etc., shall be securely wrapped before being placed in a receptacle. No wet garbage shall be placed in such receptacle.
5. No person shall be permitted to loiter or play on the stairways, walkways and passageways.
6. No dogs, cats, or other domestic pets are allowed in the demised premises, except on a leash or in a cage and under the constant and continual supervision and in the constant and continual presence of an adult, provided that if the same shall disturb or annoy others in the project and the majority of the Board of Directors so decide, the same shall be removed immediately.
7. Occupants shall not install or operate in the premises any machinery, refrigerating or heating device except an air conditioning unit that is flush mounted and no protrusion from the exterior wall in the space provided or use any illumination other than electric light or use or permit to be brought into the building or onto the premises any inflammable oil or fluid, or other explosives or articles deemed hazardous to life, limb or property.
8. The manager or management agent may retain a passkey to each apartment. No owner or occupant shall alter any lock or install a new lock on any door leading into the apartment of such owner without the prior consent of management. If such consent is given, the owner or occupant shall provide management with a key for management's use.

B. Building Maintenance and Repair

1. All of the common elements, including but not limited to the exterior surfaces of the building, doors, passageways, and grounds, shall be used and decorated only as permitted by the Board. No alterations, installations, repairs or changes of any nature whatsoever shall be effected to the exterior without the prior written approval of the Board.
2. The Board shall be responsible for the repair and maintenance of the exterior surfaces of the buildings, passageways and doors. The maintenance and upkeep of condominium unit doors and/or lanai floors are not the responsibility of the Board. Where said exterior surfaces, passageways, fences, shrubbery and other areas are damaged deliberately or as a result of the negligence of any occupant or guest, then such occupant shall be responsible for the prompt payment of the cost of the repairs. The Board shall repair damage caused by breaks in the main utility lines. In the event an occupant causes damage to another apartment or other areas, he shall be financially responsible for all necessary repairs.
3. Requests for exterior repairs and maintenance shall be submitted to the managing agent, who shall determine whether the requested repairs and/or maintenance concerned are the responsibility of the Board or the occupant. Any decision of the manager may be appealed to the Board in writing within ten (10) days following the manager's decision.
4. Repair and maintenance of apartment interiors are the responsibility of each occupant. It is the responsibility of the respective occupants to maintain their apartments and the equipment and fixtures therein located in such manner as not to cause damage to other apartments or the common elements or to interfere with the rights of enjoyment to which other occupants are entitled.

C. Occupancy

1. No more than seven persons shall be allowed to occupy a two-bedroom apartment.
2. Guests may be permitted which exceed what is provided in Paragraph I aforesaid up to a maximum of three days at any one time.
3. The apartment owner is responsible at all times for the reasonable conduct of all persons occupying his apartment unit. The apartment owner shall be responsible for the conduct and behavior of all persons occupying his unit and when requested by the managing agent to take action respecting the conduct of himself and others occupying his unit he shall promptly comply therewith. Upon failure to comply and the conduct and behavior of the person or persons constitutes a disturbance and nuisance to others then the Managing Agent may use such reasonable means necessary to have the offending person or persons removed from the premises.

D. Lanais

1. No clothes shall be hung on or from lanai railings for any purpose whatsoever nor shall clothing or laundry be hung in doorways or windows, in such manner as to be in view of persons outside the buildings.
2. Only furniture and small potted plants appropriate to lanais may be used thereon. Containers shall be placed under all pots so as to avoid the dripping of water there from.
3. The watering of plants and the sweeping and mopping of lanais in adjacent areas shall be accomplished in a manner which will not create a nuisance to persons residing in adjacent or lower apartments or to persons on the grounds of the premises.
4. If you're planning to barbecue the Association has been informed that it is an illegal fire hazard to barbecue on any lanai including those on the ground floor. It is permissible to barbecue on any concrete walkway or grassy area adjacent to your unit but it must be a safe.
5. No balcony or lanai shall be enclosed, decorated, landscaped, or covered by any awnings, shades, venetian blinds, and window guards or otherwise without the consent in writing of the Board of Directors or the Managing Agent or the Manager.
6. No feeding of birds shall be permitted on lanais.

E. Swimming Pool

1. No running, pushing or scuffling shall be permitted around the pool.
2. Any person having any skin disease, sore or inflamed eyes, nasal or ear discharge or any communicable disease shall be excluded from the pool.
3. Spitting and blowing the nose in the pool area are strictly prohibited.
4. All suntan oil, sand and other such material shall be removed before entering the pool.
5. All bobby pins, hairpins and other such material shall be removed before entering the pool.
6. Any person (male or female) having long hair must wear a swimming cap before entering
7. No occupants of the apartments under the age of 16 shall be permitted to entertain guests in the pool or poolside area unless said guests are under the poolside supervision of a parent or occupant-guardian of the minor occupant.
8. The pool is for the exclusive use of all occupants and their guests, and the occupants are responsible for the conduct of their guests.
9. All persons shall comply with the requests of the Managing Agent respecting matters of personal conduct in and about the pool and recreation area.