

WELCOME to Naumi Studio Wellington.

Here is a handy guide to the hotel, if you have any questions, big or small, give Reception a call on (0).

BATHROOM

Please hang your towels up if you do not require a fresh set. We're all about conserving water, little changes for a big cause.

TV

Chromecasting & Netflix are available on your Smart TV. Simply log into your existing personal accounts. Remember to log out on departure.

HOUSEKEEPING

Rooms are serviced daily unless you have your 'Do Not Disturb' sign on the door. For alternative arrangement, please contact Reception.

POWER / ELECTRICITY

Ensure key card is inserted into the power slot inside door.

HEATER

Ensure key card is inserted into the power slot. The On/Off switch & temperature controls are located on the heater.

DRY CLEANING

Same day service is available Mon-Fri. Please leave the bag (found in wardrobe) outside your door & call Reception by 8:00am for same day service. Weekend dry cleaning is available at an additional charge.

INFORMATION & FACILITIES

RECEPTION: Dial (0) on your in-room phone, or 04-913 1800

CHECK IN: From 3:00pm **CHECK OUT:** 10:00am

MINI BAR

Enjoy your complimentary non-alcoholic mini bar treats. For multi-night stays, please contact Reception to request your minibar to be replenished.

LOLA ROUGE BAR & RESTAURANT

Our award-winning restaurant, Lola Rouge is located on the ground floor, dinner service runs from 5:00pm-10:00pm, Tue-Sat. The Grand Bar is open daily, 12:00nn until late, with a light menu available.

BREAKFAST

Breakfast is served on
Monday to Friday from 6:30am-10:00am
Saturday & Sunday from 7:00am-10:00am

CAR PARK

Hotel parking spaces are limited & subject to availability, please enquire at Reception. All vehicles must display a valid parking permit.

SMOKE FREE

We are 100% smoke free on-premise, including e-cigarettes & vapes. There are designated smoking areas outside. Please note that a fee of \$700 will apply if you smoke on-premise.

CONCIERGE SERVICES

Need assistance with a reservation, gym or some local knowledge? Contact Reception to chat with our team.

PORTER SERVICE

To request a porter for your luggage, please dial Reception on (0).

SAFE KEEPING

If you require something more than your in-room electronic safe, the use of our Hotel Safe is available. Please dial Reception on (0) for further information (accessible between 7:00am-10:00pm only).

CONFERENCE AND FUNCTION CENTRE

Located on level 2, holding up to 250 people & can be divided into sound proof spaces. Please dial Reception on (0) or call the Conference Team on 04 931 6853 if you wish to view.

IN CASE OF EMERGENCY

DIAL 1-111 FOR POLICE, FIRE , OR AMBULANCE

Please familiarise yourself with the hotel evacuation procedure attached to the rear of your room door.

FIRE

If you discover a FIRE:

- Notify Reception by dialing (0).
- Sound the alarm in the corridor by breaking glass & flicking switch.
- Follow evacuation procedure sign on the rear of your room door.
- Await further instructions from hotel staff.

EARTHQUAKE

We are located in an area at risk to earthquakes.

If an earthquake occurs, please **DROP-COVER-HOLD**.

- Remain calm.
- Move away from windows, mirrors & items that may fall.
- Take cover under solid frames (table, desk or doorway).
- If outside, evade buildings, powerlines & items that may fall.
- When shaking stops, proceed with caution, expect aftershocks.
- If outside, stay outside. If inside, stay inside.
- Do not operate any electrical appliances until cleared by hotel staff & watch for exposed wires/other hazards.
- If you need to contact hotel staff urgently, dial (0).