

📍 Dom podiplomcev, Gosarjeva ulica 9, 1000 Ljubljana

✉ infoDPL@stud-dom-lj.si

☎ (01) 580 5600

🌐 [www.stud-dom-lj.si](http://www.stud-dom-lj.si)

Dear guests,

Hello and welcome to the Graduate Student Dorm, DPL. To make your stay as pleasant as possible, we provide you with some useful information below:

- Moving into the reserved unit is possible after 12.00 hours, eviction must be done by 10.00 hours.
- Information about staying at DPL is located in a prominent place in your unit, and for more information we are available at the DPL Reception Office.
- Users who obtain a residence permit can register a temporary residence at the DPL address. From the moment they submit a residence permit or a certificate that they are in the process of obtaining a residence permit, they are no longer obliged to pay a tourist tax.
- Guests must check in at the reception on arrival. For overnight stays, you will be charged an overnight fee (14.38 EUR/night for a suite and 17.25 EUR/night) and a tourist tax (3.13 EUR/night for adults).
- If you cover the costs of your stay yourself, we will issue you an invoice for your stay as a rule upon arrival and at the latest upon departure. The invoice for your stay usually consists of the invoiced overnight rates and tourist taxes and any other services.
- Users, please contact the DPL Reception Office to obtain a username and password (mandatory for those who stay for a long time) in order to arrange permanent access to the Internet.
- During your stay you can also use the fitness room (on the ground floor), according to the published schedule (already included in the price).
- Additional towels, bed linen or a rollaway bed can be rented at the reception for an extra charge.
- Your unit will be cleaned and changed weekly by our cleaning team.
- Before you leave, you must settle all outstanding financial obligations (those that are not covered by the referring institution).
- When you move out, go to the reception and hand over the key to the unit you were using.
- Working hours DPL Reception Offices: Monday, Wednesday, Friday from 9.00 am to 12.00 pm and Wednesday from 14.00 to 16.00 pm.
- Telephone number of the DPL reception: (01) 580 5600.

Thank you for your understanding and we wish you a pleasant stay.

Chairman of the DPL:

Barbara Knežević