

# Guest information

Welcome to the Hotel Duda!

In order to make your stay at our hotel as comfortable as possible, we have below some information for you.

If you do not find some things as you are used to from a hotel, we ask for your understanding and a kind note, so that we can make an effort as soon as possible to eliminate the defect, so that your stay is carefree.

## **First aid**

Emergency 112

Hospital Ilmtalklinik Pfaffenhofen  
Krankenhausstraße 70, Tel. 08441 790

Or Klinikum Ingolstadt  
Krumenauerstraße 25, Tel. 08441 8800

Plaster and bandage material for minor injuries can be obtained from our reception and service staff

Pharmacy The nearest pharmacies are located in Reichertshofen  
Engel Apotheke, Herrnstraße 20, Tel. 08453 7046 oder  
Margarethen-Apotheke, Marktstr. 4, Tel. 08453 1484

## **Pharmacies-Emergency services**

Phone number 22833 without area code is available for mobile phones in all networks.

The call costs €0.69/Minute

# Guest information

Adapter	For electrical equipment you can get with a little deposit at the reception.
Bathrobe	You can borrow on availability for 5.-Per stay at our reception.
Bathroom chair	You need a chair for the bathroom? Please do not hesitate to contact our housekeeping staff or the reception.
Assessment:	You were completely satisfied and would like to share this with other people? We appreciate your positive feedback on <a href="http://www.booking.com">www.booking.com</a> ,/TripAdvisor or Holidaycheck.
Bed linen	We change your bed linen twice a week – on request also daily. In view of our environment, however, we would like to ask you to consider whether this is necessary.
Ironing	For safety reasons, it is unfortunately forbidden to use your own electrical equipment in the room – we will gladly lend you an iron with ironing board.
Check In	You have purchased your room with the help of our check in machines and need an invoice with company address in addition to the receipt? Please contact our reception in the morning, who will be happy to create a bill with a complete company address.
Check Out	<p>Please vacate your room no later than 11.00 a.m. If you want to use your room for longer time, please contact our reception – we will be happy to check your wishes.</p> <p>Should you already have to leave, while our reception is not yet occupied, (from 07.00 a.m.) please keep your room card in your room.</p>

# Guest information

- Shopping** Products of daily use and food are best available in Reichertshofen. There you will find in the Münchener- and Wackerstraße Discounter under like EDEKA; ALDI, LIDL, or even Rossmann.
- Express-Check-Out** We are happy to offer you this service if you have a cost transfer by the company or the credit card details – you simply leave the room card in the room and don't have to worry about anything.
- Fax** is available at the reception. You can also send a document directly via e-mail as a PDF.
- Fire** **Emergency 112**
- We hope that nothing ever happens. Our guest rooms and public areas have smoke detectors. In case of a fire please behave quietly, leave the house by the signposted emergency exits and search for the gathering place according to signs. Please Follow the presencelsungen of the personnel or the emergency staff.
- Tv** Please switch the TV only so loud that your room neighbor is not disturbed. A current program booking list can be found on the desk
- Our TVs have an electronic TV programme. To do this, press the "Guide" button on the remote control. To navigate, select the arrow keys, select the desired program with OK.
- Photo copies** You are welcome to make photocopies in B/W and colour at the reception. You are also able to make scans as PDF to mail.

# Guest information

**Breakfast** Our rich breakfast buffet is served during the week in the period from 6:30 a.m. to 10.00 a.m. and on weekends As well as public holidays In the time Of 07.30 a.m. to 10.30 a.m.

If you want to have breakfast outside these hours please contact us, we will find a solution together.

**Leisure** The Ingolstadt region offers a variety of leisure activities and beautiful parks. Especially recommended is for example, in Ingolstadt the Klenzepark, the swimming area Wonnemar. There are many smaller lakes nearby, such as the Nöttinger Pond – a recreation area with many activities. The Water Ski Park Geisenfeld invites you to sport.

Should the weather be worse, a visit to the Audi Forum in Ingolstadt, or perhaps also the Bavarian Police Museum or the Danube Island Museum is recommended?

**Drinks:** You are welcome to contact our Lobby bar (open till 10 p.m) or our vending machine at the ground floor staircase. Please understand that we can only give the wines offered as a bottle.

**Luggage service** We are happy to help you with your luggage transport on request.

**Luggage** You are welcome to leave for safekeeping. We will keep it in a locked room until your departure or until your room is ready for occupancy.

**Towels** We change your towels only when dropped down to the floor.

# Guest information

Cash machine      The nearest Cash machine is about 50 m away at the entrance of the Green Deer Hotel.

Other cash machines nearby:  
Sparkasse, Pörnbacher Straße 9A  
Volksbank, Dorfstraße 20

Emergency exits/

Escape routes      There are signposted paths from each floor to the open. Please inform yourself about the escape route. Please do not use the elevator in case of a fire alarm. Escape notes can be found At your room door.

General Help      You need help with the TV, WLAN or other equipment of our house? Our staff will be happy to help you during the opening hours of the reception from 07-22 pm.

Extra Pillow      We have different pillows to choose – please contact reception for your choice.

Extra blanket      Please contact the reception to receive an extra blanket upon request.

Slippers      Terry Slippers are available in the wardrobe.

Dogs      Your four-legged darling will be happy to accompany you. Please note, however, that it is not allowed in the buffet area for hygienic reasons.  
Per night we charge you 10.-Euro and allow us in case of damage to the room this to charge even if you have checked out.

Amenities      are available at the reception.

# Guest information

Children	We will be happy to provide you with baby cots or cots if necessary – please contact our staff.
Pillow	In the wardrobe you will find a second pillow (40 x 80 cm). A further selection of pillows (down, neck roll, Zirbenpillow) is available on request and availability at the reception.
Credit cards	In addition to cash, you can also pay with EC-cash/Maestro, MasterCard, Visa, Diners and American Express.
Charging devices	With universal USB connection as well as Apple-specific you get at our reception.
Computer Help	Please contact reception during duty time (7 a.m till 10 p.m) to fix your problem.
Copies	You are able to make copies in b/w and colour at the reception desk. You are also able to scan to mail as a PDF.
Sewing kit	You are welcome to contact the reception during the opening hours.
Parking	Please pay attention to the markings in the floor so that your "park neighbor" can also comfortably get in and out the car. Parking is free of charge, unfortunately we cannot accept any liability for damage caused by burglary, vandalism or theft.
Radio	You can also receive radio programs via our TV. Please refer to the booking overview for the current stations.

# Guest information

## Reception

Our reception is usually served daily from 7-22.  
On weekend we are on duty between 07.30 till 22 If we are not present during this time, please contact us via our telephone number and your call will be forwarded .

We are unfortunately not reachable outside these times.  
**In emergencies, please dial 112.**

## Smoking:

Smoking is prohibited in all public areas as well as rooms.  
We therefore ask our smoking guests to smoke only outdoors and The Ashtrays provided for this purpose.

The doors to the escape staircase may not be opened as otherwise the alarm will be triggered and in this case you are liable for payment.

If you are not aware of our instructions, we will allow you to charge up to 500.-Euro for a particularly intensive cleaning of your room and possible loss of use.

## Umbrella

We will not leave you in the rain, you are welcome to rent an umbrella at the reception

# Guest information

## Restaurant:

Our hotel is a hotel Garni (Bed and breakfast) – this means that we do not have an a la carte restaurant. We only serve daily changing small dishes – please have a look on the sign.

However, there are some restaurants nearby that we would like to inform you:

Gasthof zur Post German/Bavarian Cuisine  
Marktplatz 5  
85283 Wolnzach,  
Phone 0 84 42 - 6 06 07  
**Closed on Tuesday**

Gasthof Häussler Regional specialities, International cuisine  
Pörnbacher Straße 28  
85084 Langenbruck  
Phone 08453 7284  
**Closed on Tuesday**

Gasthof Fröhlich German cuisine  
Pörnbacher Straße 29  
85084 Langenbruck  
Phone 08453 3460  
**Closed on Wednesday**

La Fonte Italian cuisine  
Stadtplatz 11, 85290 Geisenfeld  
Phone 08452 - 73 54 45  
**Closed on Mondays**

La Sicilia Italian cuisine  
Bachstraße 2, 85084 Winden  
Phone 08453 - 1717  
**Closed on Mondays**



# Guest information

Poseidon	Greek cuisine Stadtplatz 11,85290 Geisenfeld Phone 08452 70 856
Security:	For the safety of all guests staying in the hotel it is strictly forbidden to use their own electrical appliances such as heating plates or kettles in the room.
Cleaning shoes	A shoe cleaning sponge is available at the front desk. A cleaning machine you'll find nearby the entrance.
Shopping	The Ingolstadt village (motorway exit Ingolstadt Süd) is particularly popular. With more than 110 shops, it is one of the ten largest outlets in Germany. The shopping centre "Westpark" in Ingolstadt, very close to the clinic or the Olympia shopping centre in Munich, is also highly recommended.
Languages	The staff of the House speak German, English, French, Italian, Albanian, Greek, Romanian-please understand that not every employee speaks every language and is not on duty every time.
Disorder	If you notice a deficiency, please contact our Reception. We try to remedy this as soon as possible.
TAXI	Taxi Reichl, Phone 08453 1626 / Mobil 0171 624 26 26 Taxi Faltermeier, Phone 08441 18366/Mobil 0171 360 5050 Taxi Vogl, Phone 08453 33 99 193 / Mobil 0171 5 600 600 Alpha Taxizentrale Phone 0841 9008908

# Guest information

Phone                      A telephone is available at the reception outside the opening hours.

On request, we can also provide a mobile phone in your room. The call charges are settled by the reception.

wake up service        We will be happy to provide you with an alarm clock on request – you will receive it at the reception.

Valuables                Can be stored in the safe at the reception.

WLAN                      You have free Wi-Fi in your room and in the public areas.

WLAN Name              Hotel Duda

You will now be redirected to a website – If not please open the browser manually- And give on the now appearing page

In Password    start2017 on.

If you are not immediately successful in the first attempt, please switch the WLAN off and on again for a short time – now it should work right away.

Now you are connected to the Internet-enjoy.

**Please understand that we are entitled to claims due to illegal Activities on the Internet Need to pass on to you.**

# Guest information

- Room card For confidentiality reasons, please refer to our Room tickets do not have a hotel name and address.
- If you lose the card or forget it in the room, you can make a copy at any time by the check in machine in front of the main entrance, specifying the room number and your name.
- Room Cleaning Your room will be cleaned daily – with permanent rental depending on Agreement. Out of respect for the environment, we change line bedding without contamination only twice per Week.  
On request, of course, every day – please indicate To the reception.
- Newspapers At our reception we hold a selection of Daily newspapers and magazines are available for sale.

Did we forget something?

We are happy to answer your suggestions and ideas – please contact our staff.

Thank you and a pleasant stay wishes you

Your team from the hotel Duda