What can I do as a host to make my space riskless for guests?

**Remember it is your responsibility as host to provide a welcoming environment.**

Make sure your property meets government safety regulations for your area and that these are checked up regularly. Specific points are:

1. **Create a welcome manual (we created a template to help you)**
In this document you can specify how to safely use the air conditioning, heating system and all your amenities. Include the house rules, emergency contact numbers (including yours), nearest hospital, medical centres, amenities, public transport, supermarkets and any other relevant service around your house. It would be handy to also include a map of the area where you pin-point distances between your place and the closest education institutions.
2. **Have functioning smoke alarm** detectors as required by your local laws.
3. **Provide a functioning and easily accessible fire extinguisher, a first aid kit, and a disaster relief kit.**
4. **Clearly mark a fire escape route**, and post a map in your home. Indicate where the guest can find a spare key.
5. **Establish safe occupancy limits** (for example: if you have a 2 bedroom apartment make sure there are no more than 3 people staying there)
Your local government may have applicable regulations.
6. **Ensure all electrical appliances and other equipment in your home are properly installed**.
Also fix any exposed wires.
7. **Remove any hazards** that might cause guests to trip or fall, or mark these areas clearly. Remove or lock up any objects that may be dangerous
8. Make sure stairs are safe and have railings. If necessary child-proof your home, or else **notify guests of potential hazards** for kids or advice guests that it is not child friendly.
9. **Show the student/guest** how to lock doors or windows, and how to use your plumbing system.
10. Make sure you communicate all of these things as soon as your new guest arrives. Remember that **communication is KEY** for a successful hosting experience.