PAUL SCHERRER INSTITUT

Dear guest

Welcome to our PSI guesthouse. We wish you pleasant and successful stay.

Some important information

Adaptor
Adaptors may be obtained by the cleaning crew in the guesthouse or at the reception west.

Bicycle rental
You may rent a bicycle (maximum length of rent: two weeks) at our User Office (building WLGA/018 – telephone 4666).
Deposit: CHF 50.00 or Euro 50.00

Catering
Restaurant “OASE” is open Monday - Friday, 08.00 am – 08.00 pm
(lunch 11.30 am – 01.30 pm // dinner 05.00 pm – 08.00 pm)
Cafeteria “OASE” is open Monday - Friday, 08.00 am – 03.30 pm
Cafeteria east is open Monday - Friday, 08.30 am – 04.00 pm
Cafeteria west “TIME OUT” is open Monday - Friday, 08.00 am – 04.00 pm

Catering at night and on weekends
The vending machines at the Cafeteria West are freshly stocked every evening and offer a wide choice of warm plate menus, cold plates and snacks as well as coffee and beverages. Payment is cashless with the access badge; a credit loading station is nearby. Loading by CHF cash only.
Credit on badges may be converted to cash at the restaurants or cafeterias.

Changing of towels and sheets
Towels are changed approximately two times a week
Sheets are changed approximately every 14 days.

Check-in / check-out
Check-out time: 10.00 am
Check-in time: after 02.00 pm, on weekends after 03.00 pm

Contact
For any concerns, complaints or suggestions, please do not hesitate to contact us at reception west, building WLGA/002, telephone 3222 or hostel@psi.ch
We will be pleased to help you!

Cooking

Guesthouse WEST

The kitchen at the guesthouse is accessible to all guests. The key to your kitchen locker is attached to your room key. The number of the locker is the same as your room number. You will find the locker either in the kitchen or in the corridor. May we ask you to clean and store again your dishes after use? On the day of departure the locker must be clean and complete, thank you.

Guesthouse EAST/OASE

The kitchen at the guesthouse is accessible to all guests. May we ask you to clean and store again your dishes after use, thank you.

Departures on weekends

Please settle your bill by Friday noon latest at reception west.
On the day of your departure please leave key on the table in your room and make sure that you leave your room by 10.00 am latest. You may also leave your access badge and dosimeter in the room on the table in case that you don't need to go on the site of PSI again.

Guesthouse / map

On our map the guesthouse WEST is marked **WGHA.**

The guesthouse EAST/OASE is marked **OKAA.**

Hair-dryer

Please contact our housekeeping or reception west.

Leisure activities *Please click for google-maps*

Public outdoor swimming pool Villigen
Public outdoor swimming pool Bad Zurzach (Regibad)
Hot springs Bad Zurzach
Sport center Leuggern (Tennis, Fitness)
Fitness center Döttingen
Miniature Golf Bad Zurzach (Zurzigolf)

As a guest of PSI guesthouse you can use the *PSI Sports Club* at a small service charge. Please contact sportclub@psi.ch

In the basement of the guesthouse (reachable by elevator) you will find a dartboard and table soccer.

A fitness trail (start in the forest on the east site, OVGA)

You may find a barbecue site and a table tennis on the east (OKAA) site.

Luggage room

There's a luggage room for our guests at the reception west. In case of early arrival or late departure the luggage may be stored. Please contact the reception west or the security guard, thank you.

Office space for guests

Working places for the users of our large scale facilities with a personal cabinet, access to the various WiFi networks as well as a printer/Xerox machine are available in building WBWB next to the Guest House. For further information please contact the PSI User Office (WLGA/018, phone 4666).

Parking

As a guest of the guesthouse you can use the guesthouse parking (yellow zone) free of charge for up to one week. Please place the parking permit, which can be obtained at the reception west under the windshield of your car.
PSI employees are kindly requested to request their parking permit from the start of their new job at PSI at the security desk on the east site. The parking permit needs to be fixed on the front windshield and allows parking in the jellow zone.

Payment

For the payment of your room bill we accept: cash in Swiss francs, Euro, Visa, Eurocard, Amexco, Diners, Maestro, V-Pay and Postcard. Please make the payment until 10.00 am latest on the day of your departure.

Quiet hours

Out of respect for other guests, we kindly ask you to observe **quiet hours** from
10.00 pm – 07.00 am

Please report any disturbances immediately to the Security phone: 2600
Regular safety tours are conducted in all areas of PSI.

Conspicuous persons have to identify themselves and will be reported to the management of the guesthouse / PSI contact person. PSI reserves the right to take further steps.

Reception West

On our map the reception west is marked **WLGA.**
The reception west is open Monday - Friday from 07.45 am to 12.00 pm and
from 01.00 pm to 05.00 pm.

Shopping *click for google maps*

In Villigen (west side) you will find a *grocery store (VOLG), a bank (Raiffeisen) and restaurants.*

In Würenlingen (east side), you will find a *shopping center (Coop Aarepark), gas station, banks, a post office and restaurants.*

Security

For security reasons it is strictly forbidden to cook or use candles in the rooms.

Smoking in the guesthouse

It is strictly forbidden to smoke anywhere in the guesthouse. Smoke detectors will be set off. Thank you very much for your cooperation.

Taxi
Aare Taxi: telephone number +41 56 441 41 00

Telephone numbers

Paul Scherrer Institut	+41 56 310 - 2111
First aid/emergency	internal number - 3333
Reception West	internal number - 3222
Security Desk	internal number - 2600
User Office	internal number - 4666

Internal numbers for room-to-room calls can be found on the “Telephone list room to room” at the end of this file.

Telephone in the room
Each room is equipped with a telephone for internal calls only.
You will find the list for room-to-room calls in this file.

Timetables
You can find timetables for bus or train on https://www.sbb.ch/en/timetable.html

Toiletries
You can buy a travel toothbrush set or a travel razor set at CHF 01.00 at the reception west or with the housekeeper.

Visitors in guesthouse
If you have an overnight visitor, please inform the reception a few days in advance. For security reasons, we will need the names of all visitors. We gladly put an extra bed as well as extra towels at their disposal for a small extra charge of CHF 15.00 per night.

Washing your laundry
You may buy washing powder in every store nearby. Single doses may also be bought from our cleaning crew, internal telephone 5864.

Please dry your laundry in the dryer or on the clothes line. We kindly ask you not to dry laundry in your room.

Guesthouse WEST
In the basement of the guesthouse (reachable by elevator) there is a washing machine and a dryer at your disposal.

Guesthouse EAST OASE
Behind the kitchen there is a washing machine and a dryer at your disposal.

WLAN
In the guesthouse please use the network “guesthouse” for free and unrestricted WLAN.
For the rest of the PSI area please find more information here:
https://www.psi.ch/useroffice/wifi-access-for-users

Telefon Liste Zimmer zu Zimmer // Telephone list room to room

Zimmer-Nr. room no	Telefon-Nr. telephone no
EG:	Ground floor:
001	4901
002	4902
003	4903
004	4904
005	4905
006	4906
007	4907
008	4908
009	4909
010	4910
011	4911
012	4912
013	4913
014	4914
015	4915
016	4916

Zimmer-Nr. room no	Telefon-Nr. telephone no
1. Stock:	First floor:
101	4917
102	4918
103	4919
104	4920
105	4921
106	4922
107	4923
108	4924
109	4925
110	4926
111	4927
112	4928
113	4929
114	4930
115	4931
116	4932
117	4933
118	4934
119	4935
120	4936
121	4937
122	4938
123	4939
124	4940

Zimmer-Nr. room no	Telefon-Nr. telephone nor
2. Stock:	Second floor:
201	4941
202	4942
203	4943
204	4944
205	4945
206	4946
207	4947
208	4948
209	4949
210	4950
211	4951
212	4952
213	4953
214	4954
215	4955
216	4956
217	4957
218	4958
219	4959
220	4960
221	4961
222	4962
223	4963
224	4964

OST	EAST
Room-no:	Tel.-no:
8	4995
9	4996
10	4997
11	4998