



Information about the window exchange BRF Dillen 2

My own dates and times

Change of windows in my apartment: _____

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Information before the exchange of windows!

We come from Dalalaget and will change the windows and window doors in BRF Example apartments and premises. In order for everything to flow as well as possible, we will send out this information so that you know what will happen. Together with this information you will also find a preliminary schedule where you can see what day we plan to come to your apartment/premises.

The work will be divided into the following preliminary timetable.

L1	Jungfrudansen 18 floor 7-1	week 5-6
L2	Jungfrudansen 18 floor BV and gate 16	week 6-8
L3	Jungfrudansen 14	week 8-9
L4	Jungfrudansen 12 floor 7-1	week 9-11
L5	Jungfrudansen 12 floor BV and gate 10	week 11-13
L6	Jungfrudansen 8	week 12-14
L7	Jungfrudansen 6 floor 7-1	week 14-16
L8	Jungfrudansen 6 floor BV and gate 4	week 16-17
L9	Jungfrudansen 2	week 17-19

**Work on the window replacement will begin on Monday January, 30 (week 5).
We expect the entire work to be completed during week 19.**

The following is what has been agreed between Dalalaget and BRF Dillen 2. Your efforts are important for the work to flow and for the result to be as good as possible.

- The apartment/premises holder makes sure that all furniture (e.g. flowers, curtains and furniture) around windows is removed at least 1.5 meters in front of the window and balcony door. We need an empty walking area 1 meter wide through the rooms to access the windows. Also remove objects from the walls as vibrations due to the window change can cause them to fall down.
- Ceiling lamps hanging from the ceiling less than 1.5 metres in front of windows to be replaced should be dismantled. **We take no responsibility for lamps that are not taken down!**
- On the side of the windows it should be free at least 1 dm. This means that curtain rod brackets etc. must be removed at windows and window doors where new window lining is to be mounted.
- Dalalaget ensures that the floor at windows and window doors is protected with protective mats while changing the same.
- Fragile furniture sensitive to dust, the apartment/premises holder is recommended to cover with plastic provided by Dalalaget. Attach the plastic with tape, weight or similar to prevent it from blowing off/moving.
- The cover plastic is available in the stairwell. **Please note that the plastic is double folded! Please return the plastic roll when you have taken the plastic you need!**

- Dalalaget will roughly clean floor surfaces in direct connection to windows and balcony doors. We take no responsibility for dust dispersion in apartments. We strive for the least possible dust dispersion, but it gets dusty.
- The goal is that each apartment/premises holder is to be notified about day and approximate time no later than three days before the start of work.
- The assembly work in each apartment/premises will last for two to three days. Day two and three are usually devoted to internal lining as well as external metal framing. After that, window cleaning is carried out.
- Window cleaning will take place in completed apartments/premises on two occasions per week. Therefore, avoid resetting flowers, furniture and curtains before window cleaning.
- It is very important that we have access to your apartment on the days we need. **If you are not at home, keys must be left according to separate instructions, that will be distributed separately.**
- We will need access to your apartment/premises for the following days/steps:
 - dismantling of old windows (dusty) and installing new windows (*first/second cross in the schedule*)
 - internal lining (*second cross in the schedule*)
 - external metal framing (carried out from inside the apartment) (*second/third cross in the timetable*)
 - window cleaning. **Wait to reset curtains, flowers, furniture, etc. until window cleaning is done!**

For some apartments, the change of windows will be divided into two days. In these cases, we leave – if possible – our work trolley in the apartment until the next working day. We never leave "holes in the wall". We always insert the new window and weatherproof before we leave for the day. The work cart is approximately in size with a shopping cart.

If possible, we would like to set up our work trolley the day before in the apartment that starts at 07:00 in the morning.

We normally work between 07:00 and 19:00 Monday-Thursday. We will be working some Fridays.

If you have any questions, please call us on 0243-21 10 01.

Access to the apartment

It is very important that we have access to your apartment/premises on the days we need. See ticked days in the schedule. **If you are not at home, keys must be left according to separate instructions, that will be distributed separately.**

Please note that window cleaning may be performed after ticked days!

Excisting thermometers, curtain rod brackets, etc.

The resident dismantles thermometers, curtain rod brackets etc. mounted in window frames/window lining IF they are to be saved. If you do not manage to dismantle things you want to keep, mark these clearly with "SAVE" otherwise there is a great risk that it will be thrown with the old windows. What we screw down and that should be saved we leave in the apartment.

Electrical cables

We are grateful if you dismantle cables (extension cables for electricity, TV, speakers and the like) that are nailed to /or around window frames. This must be done in order for us to carry out the window change. If you do not manage to dismantle cables yourself, we will do so on the day of installation. We will leave cables loose and you will have to put them back yourself.

Please note: Fixed electrical installations going through or nailed to the window frame must be dismantled by a qualified electrician.

Dismantling electrical cables must be done before the windows exchange.

Awnings

Any awnings mounted in the existing window frame must be dismantled. We dismantle awnings to the extent necessary for the window replacement, but we do not reassemble.

Possible damage window niches

Window niches can be in poor condition at the time of the window change. It happens that pieces of the niche are loose/loosen due to old cracks. In these cases, we repair the niche by putting plaster in the holes, but we do not paint and fine-tune the plastered surface.

Blinds

Your new windows and balcony doors are equipped with factory-mounted blinds.

Window benches

We dismantle and reassemble window benches located on consoles.

Pets

We recommend that any pets are not left alone in the apartment during the days of the window change (days 1 and 2). We recommend this due to that there is a lot of noise and it is open out while the window change is going on. **We take no responsibility for pets located in the apartment during the window change!**

Cover plastic for dust protection

Cover plastic will be placed in the stairwell about 1 week before the start of the window change.

In order for everyone to have the opportunity to cover their furniture, etc it is important that you put the plastic roll back in the stairwell as soon as you have taken the plastic you need.

Please note that the plastic on the roller is double folded!

Attach the plastic with tape, weight or similar to prevent it from blowing off/moving.

PLEASE NOTE: DO NOT use the plastic for floor covering. The plastic gets tangled up in the wheels of our wagons and the plastic is also very slippery to walk on. If you want to cover the floor – use a thicker floor protection paper of type milk paper.

After the completed window change in your apartment you will have to dispose the plastic yourself.

Schedule

Tidplan BRF Dillen 2					vecka 5 (30 jan-3 feb)					vecka 6 (6-10 feb)														
L1					30	31	1	2	3	6	7	8	9	10										
Jungfrudansen 2-18					mån	tis	ons	tors	fre	mån	tis	ons	tors	fre										
port	lgh	inr	Inr	antal	Ingen montering																			
18	7:1	1871	1701	9 st											x	x	x							
18	7:2	1872	1702	1 st											x	x	x							
18	7:3	1873	1703	4 st											x	x	x							
18	6:1	1861	1601	9 st												x	x	x						
18	6:2	1862	1602	1 st												x	x	x						
18	6:3	1863	1603	4 st												x	x							
18	5:1	1851	1501	9 st													x	x		x				
18	5:2	1852	1502	1 st													x	x		x				
18	5:3	1853	1503	4 st													x	x		x				
18	4:1	1841	1401	9 st														x		x	x			
18	4:2	1842	1402	1 st														x		x	x			
18	4:3	1843	1403	4 st														x		x	x			
18	3:1	1831	1301	9 st																x	x	x		
18	3:2	1832	1302	1 st																x	x	x		
18	3:3	1833	1303	4 st																x	x	x		
18	2:1	1821	1201	0 st																				
18	2:2	1822	1202	1 st																x	x	x		
18	2:3	1823	1203	4 st																	x	x	x	
18	1:1	1811	1101	9 st																	x	x	x	
18	1:2	1812	1102	1 st							x	x	x											
18	1:3	1813	1103	4 st							x	x	x											
				89 st																				

Tidplan BRF Dillen 2				vecka 5 (30 jan-3 feb)					vecka 6 (6-10 feb)														
L1				30	31	1	2	3	6	7	8	9	10										
Jungfrudansen 2-18				mån	tis	ons	tors	fre	mån	tis	ons	tors	fre										
Lokaler				Ingen montering																			
port	fasad	Lokal	antal																				
18	P	Styrelserum	2 st																		x	x	x
18	P	Pingisrum	1 st																		x	x	x
18	MP	Tvättstuga	1 st																		x	x	x
18	MP	Torkrum	1 st																		x	x	x
18	MP	Strykrum	1 st																		x	x	x
			6 st																				

Tidplan BRF Dillen 2					vecka 6		vecka 7 (13-17 feb)					vecka 8 (20-23 feb)			
L2					9	10	13	14	15	16	17	20	21	22	23
Jungfrudansen 2-18					tors	fre	mån	tis	ons	tors	fre	mån	tis	ons	tors
port	lgh	inr	Inr	antal											
18	BV:1	1801	1001	9 st	x	x	x								
18	BV:2	1802	1002	2 st	x	x	x								
18	BV:3	1803	1003	2 st	x	x	x								
16	7:1	1671	1601	4 st	x	x	x								
16	7:2	1672	1602	3 st		x	x	x							
16	7:3	1673	1603	4 st			x	x	x						
16	6:1	1661	1501	4 st			x	x	x						
16	6:2	1662	1502	3 st			x	x	x						
16	6:3	1663	1503	4 st			x	x	x						
16	5:1	1651	1401	4 st				x	x	x					
16	5:2	1652	1402	3 st				x	x	x					
16	5:3	1653	1403	4 st				x	x	x					
16	4:1	1641	1301	4 st				x	x	x					
16	4:2	1642	1302	3 st					x	x					
16	4:3	1643	1303	4 st					x	x					
16	3:1	1631	1201	4 st					x	x					
16	3:2	1632	1202	3 st					x	x					
16	3:3	1633	1203	4 st					x	x					
16	2:1	1621	1101	4 st						x					
16	2:2	1622	1102	3 st						x					
16	2:3	1623	1103	4 st						x					
16	1:1	1611	1001	4 st						x					
16	1:2	1612		2 st											
16	1:3	Zeraati		0 st											
16	1:4	1613	1002	4 st											
				89 st											

Ingen montering

Tidplan BRF Dillen 2					vecka 8 (21-24 feb)				vecka 9 (27 feb-3 mars)				
L3					21	22	23	24	27	28	1	2	3
Jungfrudansen 2-18					tis	ons	tors	fre	mån	tis	ons	tors	fre
port	lgh	inr	Inr	antal									
14	7:1	1471	1601	4 st	x	x	x						
14	7:2	1472	1602	3 st	x	x	x						
14	7:3	1473	1603	5 st	x	x	x						
14	6:1	1461	1501	4 st	x	x	x						
14	6:2	1462	1502	3 st		x	x	x					
14	6:3	1463	1503	5 st		x	x	x					
14	5:1	1451	1401	4 st		x	x	x					
14	5:2	1452	1402	3 st		x	x	x					
14	5:3	1453	1403	5 st			x	x	x				
14	4:1	1441	1301	4 st			x	x	x				
14	4:2	1442	1302	3 st			x	x	x				
14	4:3	1443	1303	5 st			x	x	x				
14	3:1	1431	1201	4 st				x	x	x			
14	3:2	1432	1202	3 st					x	x	x		
14	3:3	1433	1203	5 st					x	x	x		
14	2:1	1421	1101	4 st					x	x	x		
14	2:2	1422	1102	3 st					x	x	x		
14	2:3	1423	1103	5 st						x	x	x	
14	1:1	1411	1001	4 st						x	x	x	
14	1:2	Kandi		2 st							x	x	x
14	1:3	1413	1002	5 st							x	x	x
				83 st									

Tidplan BRF Dillen 2																	
L4					v 9 (1-3 mars)			vecka 10 (6-10 mars)					v 11 (13-15 mars)				
Jungfrudansen 2-18					1	2	3	6	7	8	9	10	13	14	15	16	
port	lgh	inr	lnr	antal	ons	tors	fre	mån	tis	ons	tors	fre	mån	tis	ons	tors	
12	7:1	1271	1701	9 st	x	x	x										
12	7:2	1272	1702	1 st		x	x	x									
12	7:3	1273	1703	4 st		x	x	x									
12	6:1	1261	1601	9 st		x	x	x									
12	6:2	1262	1602	1 st			x	x	x								
12	6:3	1263	1603	4 st			x	x	x								
12	5:1	1251	1501	9 st				x	x	x							
12	5:2	1252	1502	1 st				x	x	x							
12	5:3	1253	1503	4 st				x	x	x							
12	4:1	1241	1401	9 st					x	x	x						
12	4:2	1242	1402	1 st					x	x	x						
12	4:3	1243	1403	4 st					x	x	x						
12	3:1	1231	1301	9 st					x	x	x						
12	3:2	1232	1302	1 st						x	x		x				
12	3:3	1233	1303	4 st						x	x		x				
12	2:1	1221	1201	9 st						x	x		x				
12	2:2	1222	1202	1 st							x		x				
12	2:3	1223	1203	4 st							x		x				
12	1:1	1211	1101	9 st							x		x				
12	1:2	1212	1102	1 st									x	x	x		
12	1:3	1213	1103	4 st									x	x	x		
				98 st													

Tidplan BRF Dillen 2																
L4																
Jungfrudansen 2-18																
Lokaler				vecka 10 (6-10 mars)					v 11 (13-16 mars)							
port	fasad	Lokal	antal	6	7	8	9	10	13	14	15	16				
port	fasad	Lokal	antal	mån	tis	ons	tors	fre	mån	tis	ons	tors				
12	MP	GEMA (lokal)	2 st							x	x	x				
12	P	Tvättstuga	2 st							x	x	x				
12	P	Mangel/förråd	1 st							x	x	x				
			5 st													

Tidplan BRF Dillen 2															
L5					vecka 11 (14-17 mars)				vecka 12 (20-24 mars)				v 13		
Jungfrudansen 2-18					14	15	16	17	20	21	22	23	24	27	
port	lgh	inr	lnr	antal	tis	ons	tors	fre	mån	tis	ons	tors	fre	mån	
12	BV:1	1201	1001	9 st	x	x	x								
12	BV:2	1202	1002	3 st	x	x	x								
12	BV:3	1203	1003	2 st		x	x	x							
10	7:1	1071	1601	4 st		x	x	x							
10	7:2	1072	1602	3 st		x	x	x							
10	7:3	1073	1603	4 st		x	x	x							
10	6:1	1061	1501	4 st			x	x	x						
10	6:2	1062	1502	3 st			x	x	x						
10	6:3	1063	1503	4 st			x	x	x						
10	5:1	1051	1401	4 st			x	x	x						
10	5:2	1052	1402	3 st				x	x	x					
10	5:3	1053	1403	4 st				x	x	x					
10	4:1	1041	1301	4 st					x	x	x				
10	4:2	1042	1302	3 st					x	x	x				
10	4:3	1042	1303	4 st					x	x	x				
10	3:1	1031	1201	4 st					x	x	x				
10	3:2	1032	1202	3 st						x	x	x			
10	3:3	1033	1203	4 st						x	x	x			
10	2:1	1021	1101	4 st						x	x	x			
10	2:2	1022	1102	3 st						x	x	x			
10	2:3	1023	1103	4 st							x	x	x		
10	1:1	1011	1001	4 st							x	x	x		
10	1:2	1012	1003	3 st								x	x	x	
10	1:3	1013	1002	2 st								x	x	x	
				89 st											

Tidplan BRF Dillen 2															
L6					v 12		vecka 13 (27-31 mars)					vecka 14			
Jungfrudansen 2-18					23	24	27	28	29	30	31	3	4	5	
port	lgh	inr	lnr	antal	tors	fre	mån	tis	ons	tors	fre	mån	tis	ons	
8	7:1	0871	1601	4 st	x	x	x								
8	7:2	0872	1602	3 st	x	x	x								
8	7:3	0873	1603	5 st	x	x	x								
8	6:1	0861	1501	4 st		x	x	x							
8	6:2	0862	1502	3 st			x	x	x						
8	6:3	0863	1503	5 st			x	x	x						
8	5:1	0851	1401	4 st			x	x	x						
8	5:2	0852	1402	3 st			x	x	x						
8	5:3	0853	1403	5 st				x	x	x					
8	4:1	0841	1301	4 st				x	x	x					
8	4:2	0842	1302	3 st				x	x	x					
8	4:3	0843	1303	5 st				x	x	x					
8	3:1	0831	1201	4 st					x	x	x				
8	3:2	0832	1202	3 st					x	x	x				
8	3:3	0833	1203	5 st					x	x	x				
8	2:1	0821	1101	4 st						x	x	x			
8	2:2	0822	1102	3 st						x	x	x			
8	2:3	0823	1103	5 st						x	x	x			
8	1:1	0811	1001	2 st							x	x	x		
8	1:2	0812	1002	3 st								x	x	x	
8	1:3	0813	1003	3 st								x	x	x	
				80 st											

Tidplan BRF Dillen 2					vecka 14 (3-7 april)					vecka 15 (10-14 april)					v 16		
L7					3	4	5	6	7	3	4	5	6	7	10		
Jungfrudansen 2-18					mån	tis	ons	tors	fre	mån	tis	ons	tors	fre	mån		
port	lgh	inr	Inr	antal	mån	tis	ons	tors	fre	mån	tis	ons	tors	fre	mån		
6	7:1	0671	1701	9 st	x	x			Good Friday	Easter Monday							
6	7:2	0672	1702	1 st		x	x	x									
6	7:3	0673	1703	4 st		x	x	x									
6	6:1	0661	1601	9 st		x	x	x									
6	6:2	0662	1602	1 st		x	x	x									
6	6:3	0663	1603	4 st			x	x					x				
6	5:1	0651	1501	9 st			x	x					x				
6	5:2	0652	1502	1 st			x	x					x				
6	5:3	0653	1503	4 st			x	x					x				
6	4:1	0641	1401	9 st				x					x	x			
6	4:2	0642	1402	1 st				x					x	x			
6	4:3	0643	1403	4 st									x	x	x		
6	3:1	0631	1301	9 st									x	x	x		
6	3:2	0632	1302	1 st									x	x	x		
6	3:3	0633	1303	4 st									x	x	x		
6	2:1	0621	1201	9 st										x	x	x	
6	2:2	0622	1202	1 st										x	x	x	
6	2:3	0623	1203	4 st										x	x	x	
6	1:1	0611	1101	9 st									x	x	x		
6	1:2	0612	1102	1 st										x	x		
6	1:3	0613	1103	4 st											x		
				98 st													

Tidplan BRF Dillen 2				vecka 15 (10-14 april)					v 16		
L7				3	4	5	6	7	10	11	
Jungfrudansen 2-18				mån	tis	ons	tors	fre	mån	tis	
port	fasad	Lokal	antal	mån	tis	ons	tors	fre	mån	tis	
6	MP	Hobbyrum	2 st	Annandag påsk				x	x	x	
6	P	Tvättstuga	2 st						x	x	x
6	P	Mangel/förråd	1 st						x	x	x
				5 st							

Tidplan BRF Dillen 2					vecka 16 (17-21 april)					vecka 17 (24-28 april)				
L8					17	18	19	20	21	24	25	26	27	28
Jungfrudansen 2-18					mån	tis	ons	tors	fre	mån	tis	ons	tors	fre
port	lgh	inr	Inr	antal										
6	BV:1	0601	1003	9 st	x	x	x		Ingen montering					
6	BV:2	0602	1001	3 st	x	x	x							
6	BV:3	0600	1002	2 st	x	x	x							
4	7:1	0471	1601	4 st	x	x	x							
4	7:2	0472	1602	3 st		x	x	x						
4	7:3	0473	1603	4 st		x	x	x						
4	6:1	0461	1501	4 st		x	x	x						
4	6:2	0462	1502	3 st		x	x	x						
4	6:3	0463	1503	4 st			x	x			x			
4	5:1	0451	1401	4 st			x	x			x			
4	5:2	0452	1402	3 st			x	x			x			
4	5:3	0453	1403	4 st			x	x			x			
4	4:1	0441	1301	4 st				x			x	x		
4	4:2	0442	1302	3 st				x			x	x		
4	4:3	0443	1303	4 st				x			x	x		
4	3:1	0431	1201	4 st				x			x	x		
4	3:2	0432	1202	3 st							x	x	x	
4	3:3	0433	1203	4 st							x	x	x	
4	2:1	0421	1101	4 st							x	x	x	
4	2:2	0422	1102	3 st								x	x	x
4	2:3	0423	1103	4 st							x	x	x	
4	1:1	0411	1001	4 st							x	x	x	
4	1:2	0412	1002	3 st							x	x	x	
4	1:3	0413	1003	2 st								x	x	x
				89 st										

Tidplan BRF Dillen 2					vecka 17			vecka 18 (1-5 maj)					vecka 19			
L9					26	27	28	1	2	3	4	5	8	9	10	
Jungfrudansen 2-18					ons	tors	fre	mån	tis	ons	tors	fre	mån	tis	ons	
port	lgh	inr	Inr	antal												
2	7:1	0271	1601	4 st	x	x	x	Första maj				Ingen montering				
2	7:2	0272	1602	3 st	x	x	x									
2	7:3	0273	1603	5 st	x	x	x									
2	6:1	0261	1501	4 st		x	x			x						
2	6:2	0262	1502	3 st		x	x			x						
2	6:3	0263	1503	5 st		x	x			x						
2	5:1	0251	1401	4 st		x	x			x						
2	5:2	0252	1402	3 st			x			x	x					
2	5:3	0253	1403	5 st						x	x		x			
2	4:1	0241	1301	4 st						x	x		x			
2	4:2	0242	1302	3 st						x	x		x			
2	4:3	0243	1303	5 st						x	x		x			
2	3:1	0231	1201	4 st							x		x		x	
2	3:2	0232	1202	3 st							x		x		x	
2	3:3	0233	1203	5 st							x		x		x	
2	2:1	0221	1101	4 st							x		x		x	
2	2:2	0222	1102	3 st									x			
2	2:3	0223	1103	5 st									x		x	
2	1:1	0211	1001	2 st									x		x	
2	1:2	0212	1002	3 st									x		x	
2	1:3	0213	1003	5 st								x	x	x		
				82 st												

Contact

Before the installation time

Dalalaget 0243-21 10 01

During the installation time

Site manager Jonas "Frasse" Forsgren 08-661 44 00

After the installation time

Dalalaget 0243-21 10 01

After the installation of your new windows

When we are finished in your apartment, we will distribute the message "Window replacement is now completed", function description and care instructions for your new windows.

Our ambition is that you will be satisfied with your new windows and that everything during the installation period will work with as little discomfort for you as possible.

Complaints

Approximately 6 weeks after the window change is completed, we have a scheduled return date to fix any problems detected after installing your new windows. We will on this day only visit the apartments that have reported problems. Notification will take place in stairwells. Problems detected before the return date are to be e-mailed to reklamation@dalalaget.se.

After the return visit date, we refer all matters to the housing cooperatives/property owner's department for errors/care taker. **We will therefore only handle complaints from the housing cooperatives department for errors/care taker after the return date.**

Today's praise

If you want to appreciate the work done, staff treatment, other things, we will be very happy receive an e-mail at dagens.ros@dalalaget.se

Changing windows and security doors BRF and apartment buildings

DALALAGET 

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