# What to consider when choosing serviced accommodation: checklist

#### **Budget**

Set yourself a budget and then let the Situ experts do a property search to look at all your accommodation options, negotiate rates for you, and find the best value for money based on your requirements.

#### Location

Talk to the Situ experts for recommendations about the locations that will best suit your needs. This might be close to transport links, a workplace, or even local attractions.



## Amenities

Consider which amenities you might need during your stay and then search for serviced accommodation that offers those. You might want to consider Wi-Fi, laundry facilities, housekeeping, or even on-site parking.

#### **Duration of stay**

The type of accommodation you choose will depend on the length of your stay. Consider options that offer flexible extension and cancellation policies if you work on projects that are likely to have changing schedules.

# Size and configuration

Think about the size of the group you are booking for and look for accommodation options that will offer you the best size and configuration options for a comfortable stay.

## **Additional fees**

Certain local authorities and countries apply tax in different ways so taxes and VAT vary. Ask about local taxes and VAT when you receive a quote and whether it will be included in the overall payment.

#### **Services provided**

Standard services are usually included in the overall rental cost. However, additional amenities, such as on-site gyms, swimming pools, restaurants, and conference rooms may have additional charges.

# **Cancellation policy**

A typical cancellation policy requires giving notice a minimum number of days in advance of your booking start date. Make sure you ask about the exact cancellation policy before booking any accommodation.

