Dear Guests,

We are very pleased to welcome you at the Max Planck Institute for Research into Economic Systems.

We deposited the key for your guestroom in our key-box which you find at the entrance to our guestrooms.

Please follow the signposts leading you directly to our guestrooms. You can find the key-box at the entrance to our guestrooms. For an outline of the institute campus please see the next page.

Please take notice of the following:

**Operation of the key-box**

1. Please enter the four-digit code of numbers that we handed over to you, by the keyboard at the key-box (e.g. key-code: #1 2 3 4 #).

2. After entering the key-code you have 5 seconds to open the key-box (e.g. key-box 1). Within these 5 seconds you must have opened the key-box, otherwise you will have to start the operation right from the beginning (operation-point nr. 1. -above).

3. When you have taken out the key please close the door of the key-box.

**WARNING:** If you have forgotten or left the key-code, there will be no possibility to get your room key. In that case you cannot use your guestroom!