

ONLINE VERSION AVAILABLE @ FreeUnionCottage.com/house

4277 Free Union Road, Free Union, VA 22940

Free Union Cottage

House Operation Manual

Established 1910

EMERGENCY CONTACT TEXT OR CALL 434.825.8771 or 434.974.9699

Browse the house manual by swiping left to right or use the quick links below to jump to a section.

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phone

WELCOME TO OUR COTTAGE

Most everything in this house is here for your use. This guidebook will help you quickly know where things are, how they work and what you have available to plan your stay.

If you don't see something you need, check with us, we probably have it somewhere on the property or can tell you where to get it.

You can reach us at:

Phone:

(434) 974-9922 (Home Next Door)

Phone or Text:

(434) 974-9699 (Mark's Cell Phone)

(434) 825-8771 (Mary Scott's Cell Phone)

Email:

info@freeunioncottage.com

If can't reach us...

Repairs:

Kevin and Bridget

(434) 975-1494 or (434) 825-3841

or (434) 566-8665

Neighbor on the corner:

Farrar & Marcus

(434) 973-4449 or (434) 806-9633

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[Home Screen](#)

wifi

INTERNET and HOUSE AUDIO



INTERNET: Your visit includes high speed (25 mps) wireless internet. It is available throughout the property.

NETWORK: AMG Hotspot
LOGIN: freeunion4281




If you join our WIFI Network and have a iTunes, iOS or Android device you can play audio through the speakers throughout the cottage via Airplay.

If you have trouble accessing our WIFI please text or call and we can reset the router. This is rare, but happens if our provider resets their equipment.

For iOS Devices:

- On your iOS device, swipe up from the bottom of your screen to access Control Center.
- Tap AirPlay.
- Tap **Cottage Speakers** (if asked for password enter 1234).
- Adjust Volume using your iOS devices buttons.

For iTunes:

- Open iTunes (10.2 or later) on your computer.
- Locate and click the  icon in the iTunes application.
- Select **Cottage Speakers** (if asked for password enter 1234).
- Adjust Volume using your computer controls.

For Android Devices:

- Install one of the AirPlay Apps from Google.(see page 5)
- Choose **Cottage Speakers** (if asked for password enter 1234).
- Adjust Volume using your Android devices buttons.

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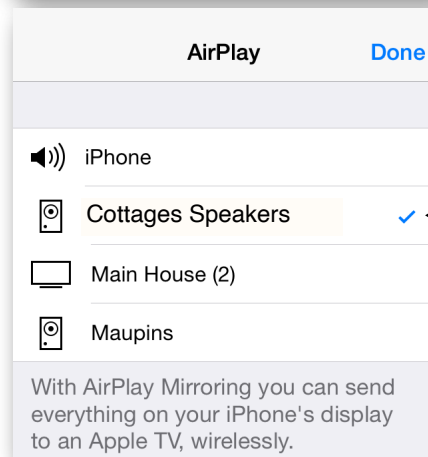
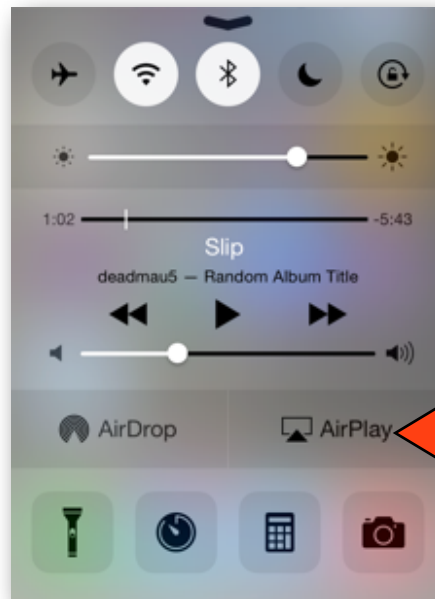


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audio

INTERNET and HOUSE AUDIO

iOS AirPlay Setup



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INTERNET and HOUSE AUDIO

Android AirPlay Setup



There are several FREE Airplay apps available for the Android Platform.

Here are a few:



AllCast



AllStream

Point your browser to :

<https://play.google.com/store/apps/>

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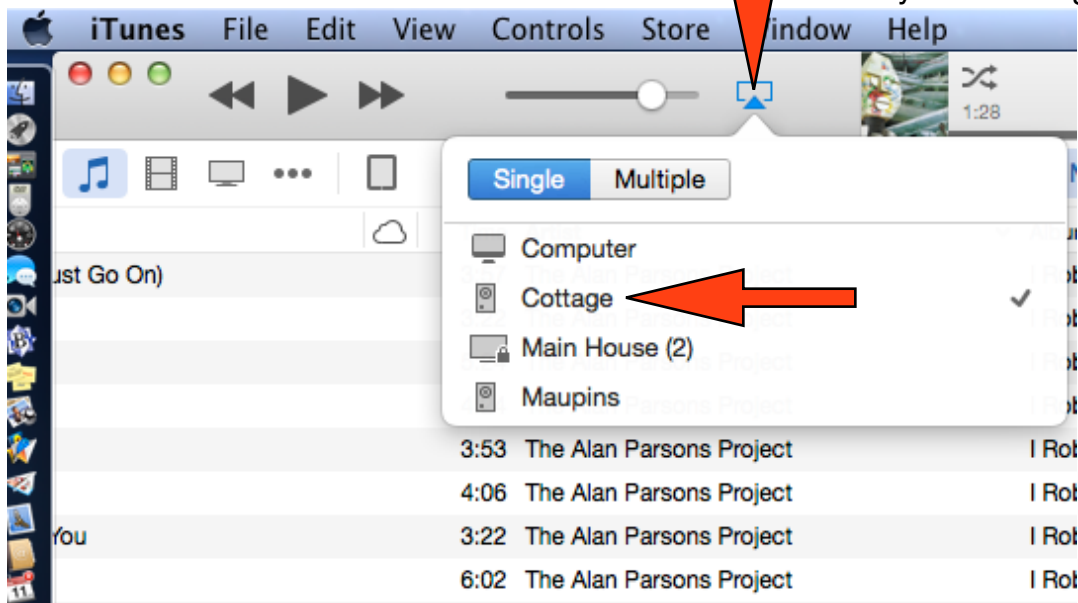
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INTERNET and HOUSE AUDIO

Your computer iTunes Airplay interface.



Location of this icon may vary depending on the version of iTunes you are using.



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Cell

CELL PHONE SERVICE



Cell Phone Info:

Cellular service can be iffy here in the country.

ATT

Works in some areas on the property. May have to go outside. I recommend using ATT over WIFI.

Cellular One

Works in most areas on the property.

T-Mobile

Works in most areas on the property.

Verizon

Works in most areas on the property. I recommend using Verizon over WIFI.

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Kitchen

KITCHEN MAP



If you don't see something you need, check with us, we probably have it in the main house.

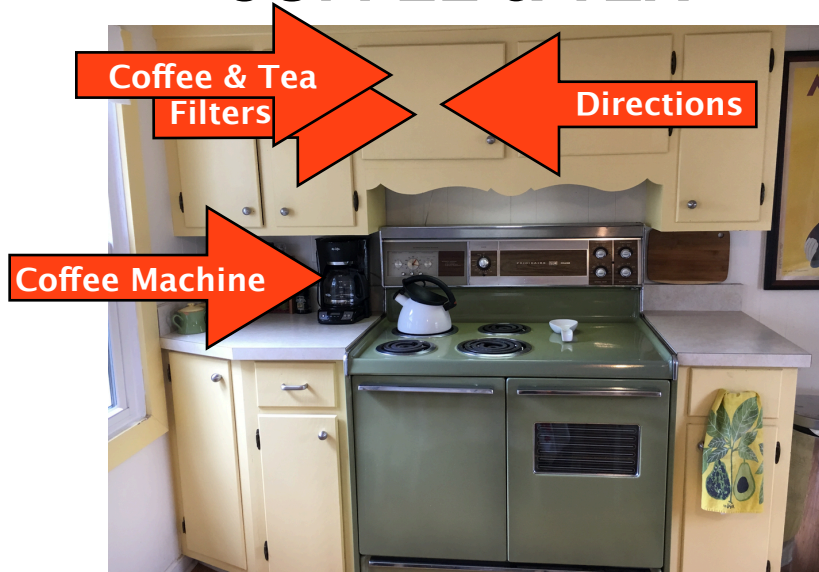
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Coffee

COFFEE & TEA



Keurig coffee machine:



Optional French Press Directions:

- Place the pot on a dry, flat surface. Hold the handle firmly, then pull out the plunger
- Add a heaping tablespoon (7–8 grams) of coffee to the pot per 200 ml (6.7 oz) of water
- Pour hot water—not quite boiling—into the pot, and gently stir
- Carefully reinsert the plunger into the pot, stopping just above the water and ground coffee (do not plunge yet), and let stand for 3–4 minutes
- Press the plunger down slowly, exerting steady pressure.
- After each use, wash the pot with water and mild detergent, and dry thoroughly

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Sink

KITCHEN SINK



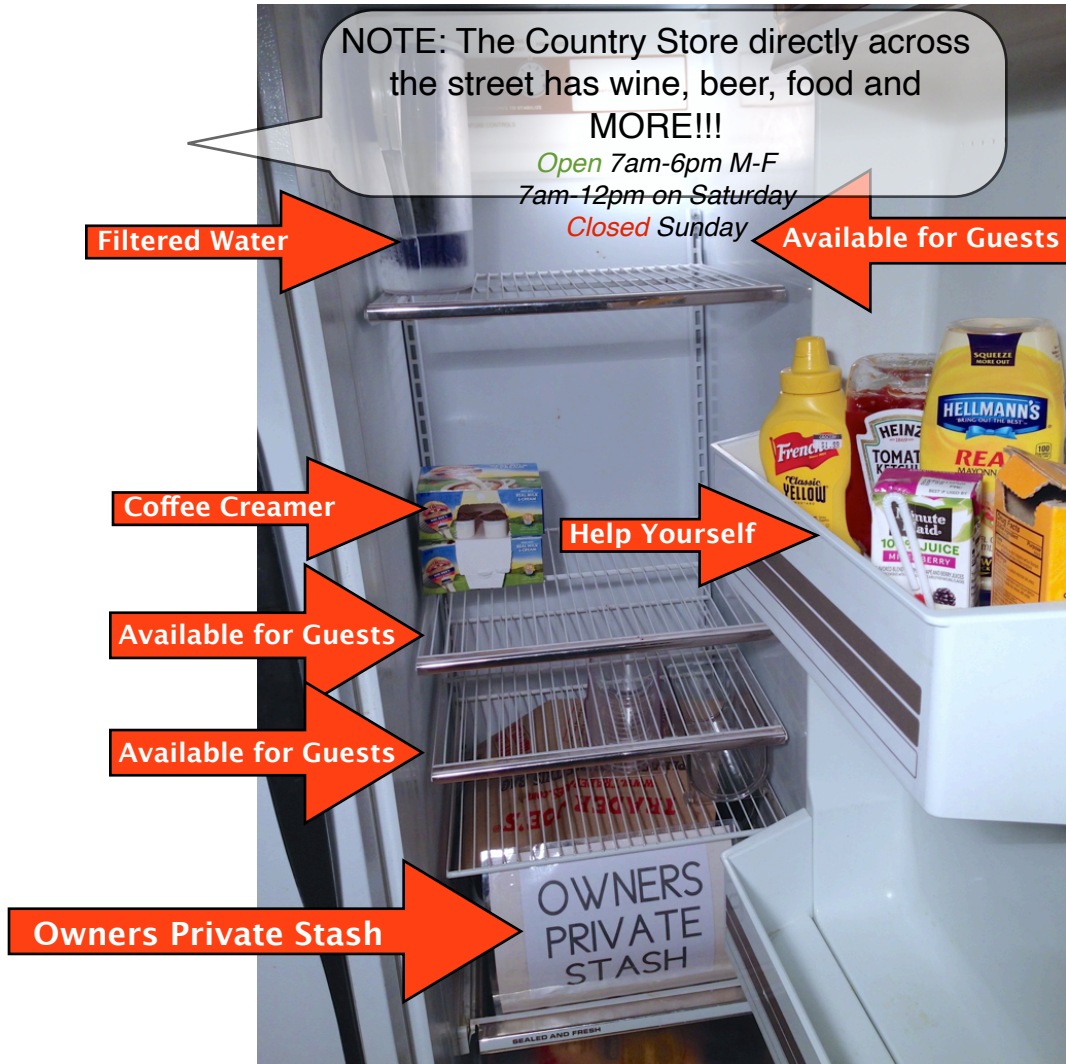
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Fridge

REFRIGERATOR



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Desk

DESK



Heater*

Power & USB Charger

The Desk has a power strip and a USB charger and cables. One of us is a computer nerd. If you need anything special, let us know.

***Please TURN OFF heater, when you are away.**

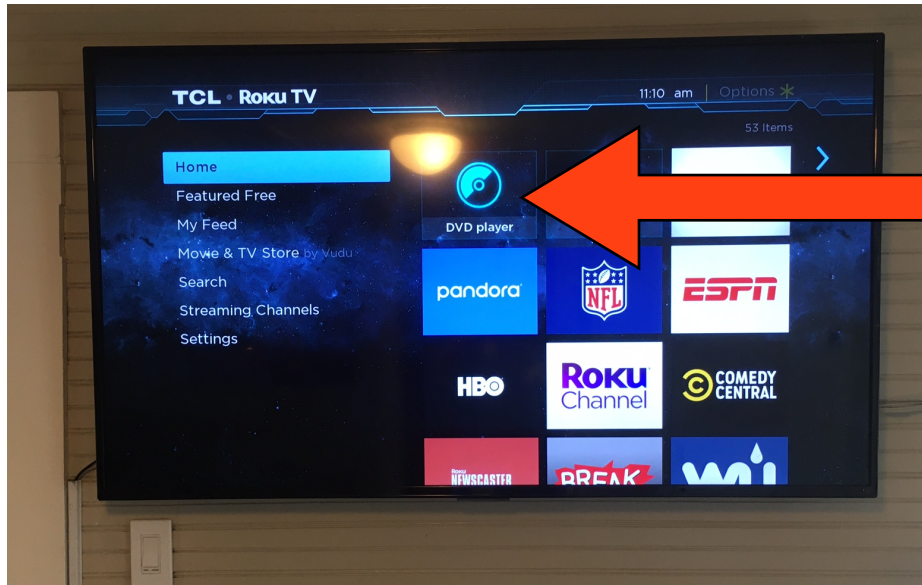
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TV

TV IN LANDING LOUNGE



DVD Player

Refer to labels on remotes for control help.



Sound Controller

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iPad

IPAD MEDIA CONTROLLER MUSIC



← iPad Music Controller

← Button to change frame color

To Operate iPad Media Controller:

Click the Home Button, then choose your App.

Choose from:

Music: for music.

Weather: for weather.

Maps: for directions.

House Manual (iBooks): for digital version of the House Manual

Adjust volume as needed with the Apps software volume sliders.

Make sure the iPad is using the AirPlay network "Cottage Speakers". This is set by default.

If you have issues check the settings by referring to page 4.

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Iron

LANDING LOUNGE CLOSET



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Games

GAMES & TOUR INFO



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Master

MASTER BEDROOM & LANDING LOUNGE #1 HEAT/AC

Use the wall thermostat in Landing Lounge to control heat and AC. You can also use the remote, located in the Master Bedroom.



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BEDROOM #1



Sign Guest Book :-)

Don't forget to sign the Guest Book!



iPhone:
Weather
Alarm
Pandora

Volume Adjustment

Light Remote

Mini Jack

**If you want to listen to music or audio in Bedroom #1, you can plug in your laptop, smart phone, iPad, iPod, etc, into this jack (see photo to right). Adjust the volume desired from your device or the black knob on the right speaker.



USB Power
110 Power
Bedroom Speaker
Input Switcher

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BEDROOM #2 TV & AMAZON FIRE



Use Remotes to turn on tv and watch Movies.

Remote located on white dresser to the left of the bed.

Heater Knob on baseboard heater to the right



***Please Turn OFF
when you are away.**

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Toys

BEDROOM #2 CLOSET & DIVIDER



Toys and Books for Kids



Curtain Divider to
close off 2nd Bedroom

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BEDROOM #2 AC UNIT



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OTHER STUFF



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FIRE PIT



If you are thinking about having a fire in the fire pit, please let us know. There is kindling, newspaper and wood in a green trug (rubber basket) in the shed.

Keep in mind, between February 15th – April 30th of each year, open burning may only take place between the hours of 4:00PM and 12:00AM.

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YARD GAMES



We have lots of yard games available.

Including: Ladder Golf, Bocce Ball, Frisbee, Soccer and More. You may check in the shed with the RED Star to see what is available.

Please return to the shed any thing you take out.

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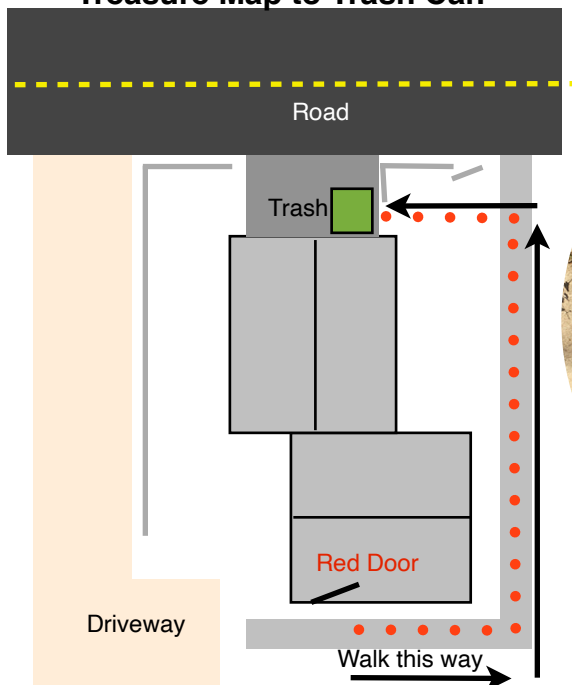


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TRASH

You can either leave your trash bag outside door and we will dispose of it for you or if you wish you can place your trash in the Large Trash Container behind the cottage in the lower driveway by the road.

Treasure Map to Trash Can



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Emergency

EMERGENCY INFO

4277 Free Union Road, Free Union, VA 22940

POWER FAILURE

In the event of a power failure we have emergency LED headset flashlights in the desk drawer upstairs and in the kitchen in the drawer to the left of the sink. If it is a breaker they are in the basement and can be reset. Please check with us and we can reset them for you. If it is a regional power failure we have a generator and can power the fridge, microwave, water pump and a wall socket.

FIRST AID

There is a First Aid Kit on top of the refrigerator. If it is more serious call 9-1-1. We also have a family physician in walking distance. Dr. Bruce Campbell, 4303 Free Union Road, (434) 978.1691. They are open M-F 9AM-5PM.

FIRE

There is a fire extinguisher in the kitchen to the right of the oven on the floor. CALL 9-1-1. If you need a land line. There is one on the desk in the office. There are signs in both bedrooms to show exit routes. The house has connected smoke detectors that will alert you to where the fire is.

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EMERGENCY CONTACTS

MEDICAL

POISON CONTROL

(800) 222-1222 (24 Hours)

Charlottesville Health Dept.

1138 Rose Hill Drive, #108, Charlottesville, VA 22903

(434) 972-6200

MedExpress Urgent Care

1149 Seminole Trail

Charlottesville, VA 22901

(434) 978-3998

UVA Hospital (11.2 Miles)

1215 Lee St, Charlottesville, VA 22903

(435) 924-0211

Martha Jefferson Hospital (14 miles)

500 Martha Jefferson Drive

Charlottesville, VA 22911

(434) 654-7000

YOU ARE LOCATED AT:

4277 Free Union Rd

Free Union

Virginia

22940

FIRE

9-1-1

POLICE

NON EMERGENCY: (434) 977-9041

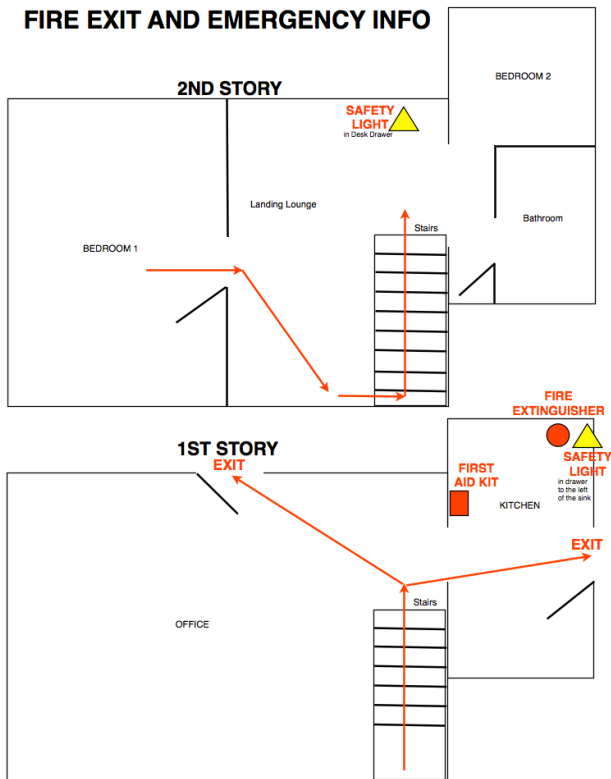
EMERGENCY: 9-1-1

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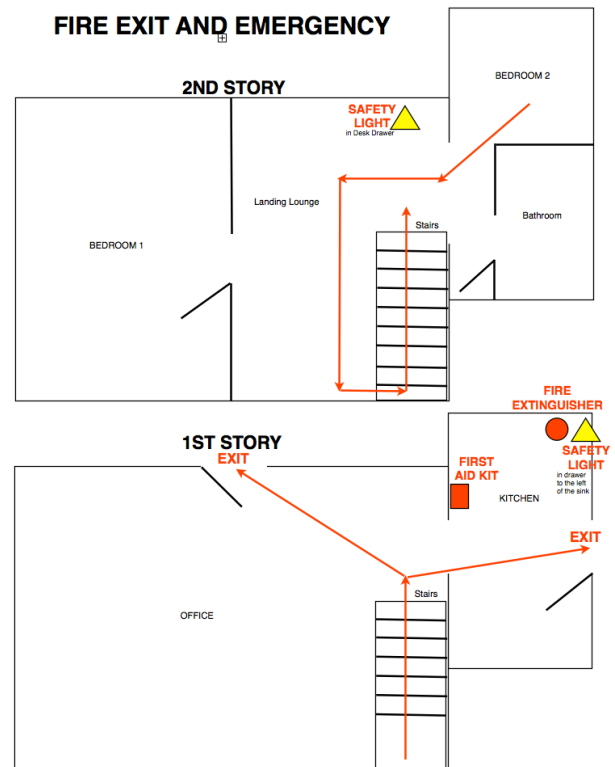


EMERGENCY EXITS

BEDROOM 1



BEDROOM 2



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WATER AND POWER SHUT OFF

Water Shut Off

Location in the basement.
Under the stairs, to the right.

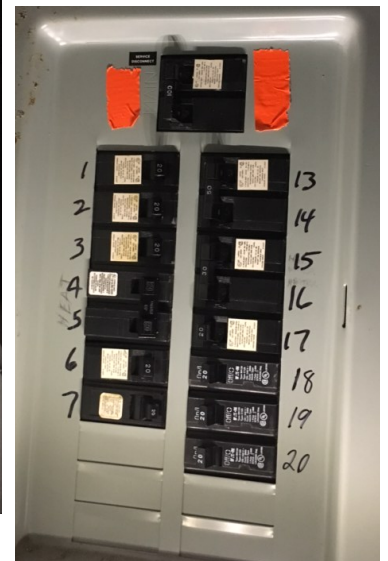
Rotate handle towards you and
up to shut off.



Power Shut Off

Location in the basement.
To the right of the exit door.
It has a motion light that will turn on
when you approach.

Open panel and throw **main breaker** to
the right.



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FINAL COMMENTS

We are so glad you have chosen to stay with us.

If you have any questions, concerns or comments we would love to hear them.

We have lived here for 14 years and know the area very well and can help guide you toward any activities, wineries etc.

You can text or call us at the numbers below or come and knock on the door if we are home.

Have a nice stay.

Mark and Scott Neisser

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