



Holiday Pay Fund

- Operating Rules -

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1 Introduction

The Fund operates in accordance with the Rules of the VR Holiday Pay Fund - VR Union, adopted by the VR Board on 25 August 1972. Amendments to Article 2 were approved at the 2006 Annual General Meeting, and amendments to all articles were approved at the Annual General Meeting on 27 March 2019.

In accordance with paragraph 2 of Article 5 of these Rules, the VR Board defines and approves VR's vacation policy, while the Executive Board of the Fund establishes the Fund's operating rules.

2 Allocation Rules

The allocation of VR holiday homes to VR members is divided into two periods: summer and winter.

2.1 Summer Period

The summer rental period for VR holiday accommodation runs from the second week of June until mid-August each year.

Summer rentals are for one week at a time, generally from 17:00 on Thursday until 12:00 noon the following Thursday. In Miðhúsaskógur, the rental week runs from 17:00 on Wednesday until 12:00 noon the following Wednesday. The maximum rental period is one week per VR member.

Summer rentals of holiday homes are subject to the following rules:

- The application period runs from mid-January until the end of February.
- All VR members who apply have an equal chance of being allocated a holiday home, regardless of when they apply during the application period.
- Only members who have not used VR holiday accommodation during the previous three summers may apply for a summer rental.
- Applications for holiday homes are submitted through My Pages on the VR website. Members may apply for up to three weeks, which must be ranked in order of preference.
- While the application period is open, members can see how many applications have been received for each property at any given time.
- When the application period closes at the end of February, applications are selected electronically and at random.
- If a VR member is not allocated the property listed as their first choice, they may be allocated their second or third choice.
- Members who are allocated a holiday home are notified by email or SMS after the allocation and have two weeks to confirm and complete payment through My Pages.
- Weeks that were not confirmed in the initial allocation, as described above, will be allocated to the next person in line, and payment must be completed through My Pages within 7 days.
- If payment is not completed within that time, the holiday home will be made available again on the holiday accommodation website a few days later.
- All members who were not allocated a holiday home may apply for available weeks after the allocation.
- Each VR member may only receive one week of summer rental.

House no. 14b in Miðhúsaskógur is specially designed for people with reduced mobility, and VR gives priority to members with reduced mobility for this property. If the property is not allocated

for the entire period, it will be made available for general rental, like other available properties, during the weeks when it is vacant.

2.2 Winter Period

The winter allocation of holiday homes begins each year after the summer allocation has been completed. The winter rental period for VR holiday accommodation runs from the beginning of September until the end of May.

Winter rentals of holiday homes are subject to the following rules:

Allocation:

- VR holiday homes are allocated for one week during the winter breaks of as many schools as possible within VR's membership area, as well as over Christmas, New Year and Easter, and during the ski season at Hálönd and Skipagata in Akureyri (January-April). Weekly rentals run from Thursday to Thursday.
- There are no restrictions on applications.
- The application period is two weeks, from around mid-April until the end of April.
- When the application period closes, applications are selected electronically and at random.
- Allocation takes place at the beginning of May and must be confirmed by payment within ten days.
- Specific dates shall, at a minimum, be announced on the VR website or by other means.

General booking:

- General bookings for available properties for the entire winter period open around mid-May, following the allocation.
- Weekends are rented as a whole, from Friday to Monday.
- A minimum stay of two nights may be booked on weekdays during the winter rental period.
- Payment must be completed at the time of booking for general bookings.

Other:

- The maximum winter rental period is 12 days, including any allocated week.

2.3 Apartments in Reykjavík

In accordance with merger agreements with trade unions outside the capital area, two apartments in Reykjavík shall be available for rent only to members living outside the capital area, i.e. in postal code areas 230-262 and 300-900, during all rental periods.

3 VR Campsite in Miðhúsaskógur

Miðhúsaskógur has rental pitches for tents and caravans, which must be booked on the union's holiday accommodation website before arrival.

- Only one tent or one caravan is permitted per pitch.
- The maximum rental period is 10 nights.

- The minimum age for booking a campsite pitch is 20, based on the calendar year in which the member turns 21.
- Payment must be completed at the time of booking.
- No refund is available once a booking has been made and the rental fee has been paid.

4 Price List

VR's price list is based on the following:

- Base fee divided into 3 categories.
 - Small houses in Miðhús
 - Standard holiday homes, apartment blocks and urban locations outside Reykjavík, as well as Akureyri
 - Hálönd and Skipagata in Akureyri, Miðhús 14b and the large house at Glymur
- Fee per square metre
- Hot tub fee per day
- Summer surcharge 25%
- Amounts shall be proposed in the annual budget each year.

Calculation:

- Weekend - three days (Friday to noon on Monday)
 - Base fee + (square metres * 3 days) + (hot tub + 3 days)
- Additional day
 - Square metres + hot tub, if applicable
- Winter week
 - Weekend rental + four days
- Summer week
 - Winter weekly rental * surcharge

5 Refunds and Changes

A VR member may cancel a booking by sending an email to orlofshus@vr.is or vr@vr.is.

If a holiday home is not used during the rental period, the rental fee cannot be refunded retrospectively.

5.1 Cancellation

Refunds for cancellations are made in accordance with the following:

- If a holiday home is returned more than 60 days before the rental period begins, the rental fee is refunded in full.
- If a holiday home is returned 14-60 days before the rental period begins, 85% of the rental fee is refunded.
- If a holiday home is returned 7-14 days before the rental period begins, 50% of the rental fee is refunded.
- If a holiday home is returned 3-7 days before the rental period begins, 20% of the rental fee is refunded.
- If a holiday home is returned less than 3 days before the rental period begins, no refund is provided.

5.2 Changes to a Booking

A VR member may change a booking once, provided the change is made at least fourteen days in advance.

5.3 Illness

If illness occurs, regardless of how long before the holiday home booking, the VR member concerned may receive a refund upon presentation of a medical certificate. The illness must be reported before the stay begins, but the medical certificate may be submitted within two weeks.

5.4 Impassable Roads

If the Icelandic Road and Coastal Administration closes roads so that a VR member cannot reach a holiday home, the member may request a refund. The same applies if a flight is cancelled due to severe weather.

5.5 Defects in Holiday Accommodation

If conditions at the holiday accommodation have significantly diminished a VR member's stay, the Fund will refund half of the rental fee.

If the conditions are entirely unacceptable, the Fund will issue a full refund.

A VR member must immediately inform the caretaker of any defects in the accommodation.

5.6 Gift Certificates and Cards

Gift certificates and cards are non-refundable.

6 Obligations of VR Members

6.1 Care of the Property

VR members are responsible for the proper care of holiday homes, holiday areas and other property belonging to the union in accordance with general rules on liability for damages and the right to use holiday homes. As a general rule, VR members shall pay compensation equal to the union's actual costs for damage caused intentionally or negligently by the VR member or their guest(s). Photographs shall be taken of any deficiencies and sent to the VR member concerned.

More detailed rules on care and conduct shall be provided to VR members before arrival at a holiday home.

6.2 On Arrival at a Holiday Home

All properties are inspected by VR caretakers before arrival. If a property has not been sufficiently cleaned upon arrival or its facilities are not in order, this must be reported to the caretaker immediately.

6.3 Departure and Cleaning Fee

The VR member must clean the property before departure and ensure that it is in the same condition as upon arrival. The member must also ensure that all items belonging to the holiday home are in their proper place. If, in the caretaker's opinion, cleaning is inadequate, the union

reserves the right to charge a special cleaning fee of at least ISK 35,000. The VR member concerned will be unable to make bookings while the cleaning fee remains unpaid.

6.4 Pets

Pets are only permitted in properties specifically designated for pets.

Where possible, the aim shall be for pets to be permitted in half of the properties owned by VR.

6.5 Caravans and Vehicles at Holiday Homes

Caravans are not permitted on the grounds of the union's holiday homes.

Electric vehicles may only be charged at designated charging stations.

6.6 Violations of the Rules

Tenants who seriously violate the rules of the Holiday Pay Fund may be required to pay a penalty as well as the cost of cleaning or repairs. Such cases are assessed individually. In the event of a particularly serious violation, the person concerned may also be barred from renting a holiday home from the union for a specified period.

7 Other Provisions

7.1 Age Limit for Tenants

Holiday homes are not rented to members under the age of 20, based on the calendar year in which they turn 21.

7.2 Subletting

Holiday homes are intended solely for the use of VR members and their guests. Subletting or lending VR holiday properties to others is strictly prohibited. The VR member registered as the tenant bears full responsibility for the property while it is rented in their name. Any member who violates this provision will be excluded from future allocations.

7.3 Disputes Concerning Interpretation

Any dispute concerning the interpretation of these rules shall be submitted to the Executive Board of the Holiday Pay Fund for a decision at its next meeting.

7.4 Entry into Force

Approved in this form at a meeting of the Holiday Pay Fund Board on 15 April 2025.