General guidelines on applying for and renting an apartment of the Governing Body of Suomenlinna

General

Suomenlinna's apartments, approximately 330 in all, are non-subsidised rental apartments owned by the State. The tenants are selected by the Director of the Governing Body of Suomenlinna on the basis of the Maintenance Manager's proposal.

Some of the apartments are leased by the Defence Administration to its staff as employee housing. The Defence Administration makes the decisions with regard to the selection of tenants for the apartments leased by it. According to the agreement, the Defence Administration does not lease apartments in its quota to persons that are not members of its staff.

Apartment allocation decisions and rental agreements based on these decisions do not constitute administrative decisions as defined in the Finnish Administrative Judicial Procedure Act (586/1996) but agreements falling within the scope of civil law. Consequently, the right of appeal as defined in the Administrative Judicial Procedure Act does not apply to these.

I Applying for an apartment

Apartments are announced as available for application on the notice board of the Governing Body in Suomenlinna and on the agency's website.

The agency has no waiting list system for apartments.

In Suomenlinna, there are so-called atelier apartments in the buildings A 5 (apartments E6, F7, F9, F10, G11 and G12) and E12 (apartment A 1) and B 44–45. The Director of the Governing Body of Suomenlinna makes the decisions on the allocation of the atelier apartments. The Development Manager and the Maintenance Manager of the Governing Body prepare the rental apartments for these atelier apartments with the aid of a separate application procedure arranged through art specialist bodies. The rental agreements for the atelier apartments are made for a fixed term of five years. One of the factors that is taken into account in the selection is the improvement of preconditions for creative work. In the rental agreement with HIAP – Helsinki International Artist Programme, the Governing Body has granted HIAP the right, for the duration of the rental agreement, to arrange the application procedure for the atelier apartments B 44–45 and to allocate and lease these apartments.

In exceptional cases, an apartment or an atelier apartment may be allocated without first announcing it as available for application. The grounds for the exceptional procedure are recorded in a justification memorandum.

The rules of procedure of the agency state that, upon the decision of the Maintenance Manager, an apartment can be leased without an application procedure for a maximum of six months. A justification memorandum of the decision is prepared.

II Selection of tenants

A key aim is to ensure that Suomenlinna's resident structure remains diverse.

In order to maintain Suomenlinna's vitality, the possibilities of families with children to live on the island are promoted.

When allocating apartments, attention is also paid to persons and families whose residence in Suomenlinna is necessary due to the nature of their work or supports the maintenance of Suomenlinna's basic service level.

Apartments that are suitable for families are primarily allocated to larger households.

III The rent and the rental agreement

The apartment-specific rent is always announced in connection with the application

procedure. The rental agreement between the tenant and the Governing Body is

always made in writing.
The rental agreements comply with the Finnish Act on Residential Leases (481/1995).

IV Mutual apartment exchange

Upon the Maintenance Manager's proposal, the Director of the Governing Body of Suomenlinna decides on mutual apartment exchange on the basis of the proposals submitted by the Governing Body's tenants. If the sizes of the apartments to be exchanged and the changed residence-related needs of the tenants favour the exchange and if the exchange does not cause high repair costs, the main principle is to regard them positively.