

Welcome to Shila.

When we first stepped into this 1920s neoclassical residence, we imagined it being inhabited by an enigmatic muse named Shila.

Shila means ‘woman of character’ in Sanskrit. This essence guides our intuitive approach to hospitality.

At Shila, you are invited to make yourself at home, to be inspired & indulged in the sensuality of time and elegance — immersed into a relaxed setting coloured by art and nature.

Explore, discover, and be seduced.

With love,  
Shila.

## RESIDENCE ACCESS

We will give you a code on arrival that you can use to access the building. Please note that the Front Desk is closed between 11:30pm to 7:30am. Should you have an emergency, you can reach our team on this number: +30 210 363 78 00.

## ELECTRICITY

A card is at your disposal that will activate your suite's electricity. We care deeply about our planet and encourage you to remove your card as soon as you leave the room.

## CONTACTING RECEPTION

You can use your iPad's FaceTime application to call or text (IM) Reception.

## COFFEE MACHINE

The fresh coffee beans in the provided sachets make a much better brew than wasteful capsules. If you need assistance using your coffee machine, you can find instructions on a separate document on this iPad. Or please call Reception.

## IPAD

Shila is a TV-free zone. However, you have access to a personal iPad in your suite. All iPad's are disinfected prior to a guest's arrival.

Feel free to browse the internet, kick back and indulge in a night of Netflix, or get in touch with the Reception team.

In addition, you can find useful info about the mini-bar, food & drink menus, as well as our artworks catalogue and hand picked items for sale.

## MUSIC

BOSE speaker is present in your suite, together with unlimited access to Spotify from the iPad. To get connected, click on the BOSE's Bluetooth® icon and select the BOSE speaker from your phone's (or the iPad's) Blue- tooth® menu. Once connected, you can manage the volume from your phone / iPad.

## BREAKFAST

Every morning, a freshly made breakfast is served in our rooftop area from 08:30 till 11:00 by pre-ordering from the previous day. To make arrangements or specify a time please text the Reception (see iPad).

## FURNITURE & DECOR

We have decorated your suite with bespoke creations - some items are handmade, designed by House of Shila's team, or sourced from local Athenian antique shops. Each piece is special, and tells a story – so please treat them with care. Some unique pieces we regularly list for sale via our creative studio @Shila\_Maison\_Dobjets. Please inquire at the Front Desk for more information.

## ART COLLECTION

All corners of Shila, including your suite, feature one-of-a-kind works from Greek and international artists that interact and deepen the story of its surroundings. You can browse through the art catalogue in the Guest Guide shortcut > SHOP section on this iPad where prices are listed. Feel free to inquire about a purchase.

## SALON (Ground Floor)

Wi-Fi name: Shila Lounge Wi-Fi password: welcomeshila

## LIBRARY SALON

On the ground floor library, you will find a curated selection of international books and magazines focusing on art and design. Should you wish to lose yourself in one of our books, please take the appropriate safety measures. We also love receiving your suggestions for magazines or literature you think would fit our (ever-growing) library.

## PRIVATE HIRE

As a former residential home, Shila's sensuous setting offers a special aesthetic for all kinds of events — from art shows to photography shoots, live music to birthdays, weddings, and dinners. With such a dazzling back-drop, it is sure to be an unforgettable time. To make a reservation for small or large events, please enquire at the Front Desk.

## EVENTS AT SHILA

Throughout the year, Shila plays host to art, culinary, music, and literary events. If you are interested, do subscribe to our newsletter and instagram page, or you may also enquire at the Front Desk to see if something is happening during your stay. Share your idea in person by speaking with a member of our team, or via email at: [hello@shila-athens.com](mailto:hello@shila-athens.com)

## ACTIVITIES & DINING

We want you to get the most from your trip to Athens. If you would like help planning your visit – guiding you to a curated list of restaurants, cafes, and sites we love – ask someone at the Front Desk to point you in the right direction.

## MEMBERSHIP

Shila Members' Club is a curated community bringing together a rare mix of curiously creative individuals. The membership offers access to our roof garden and lounge areas so you can host a meeting, share a meal or a sunset drink with your invited guests. Priority bookings and special offers are part of the perks. If you would like to become a member, you may apply at: [houseofshila.com/membership](https://houseofshila.com/membership).

## DRINKING WATER

It is safe to drink tap water in Athens. You may also purchase bottled mineral water at local cafes or “periptera” (kiosks), which are common all over the city.

## ELECTRICAL VOLTAGE

The voltage supply is AC 220-240V. If you need an international adaptor, please ask at the Front Desk.

## EMERGENCY PROCEDURE

In case of emergency, please inform the Front Desk or call us directly on +30 210 363 78 00. In the event of fire, please vacate your suite immediately and stand outside the building.

## HEALTHCARE

Should you need health supplies or medicine, Front Desk will point you to the closest pharmacy or contact a doctor.

## CLEANING

The cleaning of your room takes place on a daily basis. Towels are replaced daily, whereas, for sustainability purposes, we change sheets every second day. Please keep in mind that this service is offered till 3pm.

## LAUNDRY

Unless stated otherwise, items will be machine-washed and returned folded and on hangers. Please ask the Front Desk for more information on this service. (not available during the weekend)

## PRIVACY - DO NOT DISTURB

To prevent staff entering your suite, please hang the tassel (“fountitsa”) on the hook outside your front door.

## SETTLEMENT OF ACCOUNT

Shila accepts payments with all major credit cards. We encourage you to pay your bill by card — all payments are then processed in Euro.

## TIME ZONE

Greece is 2 hours ahead of GMT.

## TIPPING

No service charge is added to any of our services, nor on the final bill. If you would like to leave a much-appreciated gratuity, it will be shared between all the staff at Shila.

## PRIVATE TRANSPORTATION

We are happy to organise our private driver to cover any of your transportation needs (including airport or ferry terminal transfers). We pay particular attention to Health and Safety regulations for transport and all cars are sanitised before and after a journey.

## WAKE-UP KNOCK

Struggling to rise from those comfy beds? Not a problem — ask the Front Desk to inform you about our wake-up knock service to help you get the most from your time in Athens.