

# Rules of procedure of the company TOTI BREG doo

## **1. General**

### *1.1. Presentation of the company*

TOTI BREG is a family business, as the partners have set themselves the goal of transforming the dilapidated homestead of the Kalher family into a boutique tourist establishment dedicated to experiential tourism and the presentation of the history of the Kalher family and its descendants through the generations.

The partners are 3 grandchildren of the Kalher family, who were born and raised on the homestead:

- Andrej Mesner (1/3)
- Nina Mesner (1/3)
- Andreja Škofič Klanjšček (1/3)

*(Amendment to the Rules of Procedure as of 31.12.2023: Due to the death of Nina Mesner, the ownership of her share passes to partner Marjan Žiberna and to Alina and Peter Žiberna in the amount of 11.11 % each)*

It is a long-term investment, where the priority is to be part of the community and the tourism offer of the Svečina countryside before making a profit.

### *1.2. Financial and tax year and financial and tax status*

TOTI BREG's financial year corresponds to the calendar year. It is subject to VAT and keeps double-entry accounts.

The company fulfils its tax and business obligations correctly and on time and is a reliable business partner in its relations with customers and suppliers, as well as part of the local community.

The company's aim is to always conduct its business in accordance with applicable legislation.

The company aims to operate with a minimum of debt, giving preference to equity.

## **2. Business activity**

TOTI BREG owns a property which it rents out via various platforms (its own website, Booking, Airbnb...).

The aim of TOTI BREG is to be a recognised tourist destination in its surroundings for specific types of guests:

- those who do not wish to spend their leisure time in an urban environment
- those who wish to live in harmony with nature
- those who want to be active in nature, walking, hiking, cycling, picking mushrooms...
- Those who want to learn about local culture and history
- Those who want an authentic local experience (local gastronomy and winemaking with an emphasis on spreading knowledge about winemaking and wine)
- those who are attracted by authentic homeliness (the accommodation does not and will not have a swimming pool as it is not part of the local environment).

TOTI BREG wishes to remain a provider of boutique tourism with a minimal impact on the environment. This was the principle of the initial agreement between the partners, which was reflected in the construction of the facility, but it must also be reflected in the daily operations and in the selection of suppliers.

TOTI BREG will actively work to connect all providers of tourist services, including wine and gastronomy, in the Svečina region and its surroundings.

TOTI BREG strives for longer stays, where guests not only stay overnight, but also use other services offered by the local environment, thus contributing to the development of tourism in Svečina and the surrounding area.

### **3. Procurement rules**

When choosing suppliers, where possible, TOTI BREG chooses local suppliers and promotes them.

In all purchases, as far as possible, we choose a supplier that has a company/plant with a local story and/or a supplier that is environmentally conscious.

We never choose suppliers on the basis of prejudices, always only on the basis of the offer of goods or services and the characteristics of the supplier (good name, references, etc.)

When purchasing or replacement of fixed assets, TOTI BREG tries to choose the most environmentally friendly option. If we can reuse items that we have available and fit the purpose, we reuse those items.

#### **4. Rules of sale**

TOTI BREG welcomes all guests regardless of nationality, race, religion, sexual orientation or any other possible characteristic. However, we reserve the right to refuse any guest if we have a negative experience (excessive noise, damage to the inventory, careless handling of rubbish or failure to comply with the house rules).

Pets are welcome and encouraged.

#### **5. Principles of relationships**

All the partners and their family members help with the activities of TOTI BREG (taking care of reservations and communication with guests and suppliers, accounting and finance, maintenance work, periodic cleaning, inspection of the premises, care of the environment...).

We all put family relations first, as this was one of the informal founding commitments of the 3 partners in 2018.

We have a respectful and friendly relationship. Each of us can express our point of view, which is listened to and evaluated by the others. Disputes are unacceptable, so we all try to resolve any disagreements in a constructive way, with maximum consideration for the feelings of those involved. The solution must always be a consensus of all involved.

Any form of violence (psychological, physical, sexual and economic) is absolutely unacceptable.

Harassment of any kind is absolutely unacceptable.

The principles of relationships that TOTI BREG's partners have adopted among themselves also apply to all other stakeholders (family members, customers, suppliers and potential employees, if we employ them).

#### **6. Environmental protection**

In carrying out our activities, our partners strive to protect the environment as much as possible:

- In the basic activity of property rental, we try to minimise the amount of waste and consistently separate waste. We cannot influence the spending habits of our guests, but we can improve our offer by observing them
- We encourage the use of potable tap water by informing guests that the water is potable, providing water bottles and not providing bottled water to guests as is the practice in some establishments.
- We encourage the use of public transport for arriving and departing guests.

- Providing enough crockery, glasses, utensils, bowls (and dishwasher tablets) so that guests can use traditional crockery rather than disposable tableware, even when picnicking
- Installation of a charging station for electric vehicles in 2024 or 2025, depending on demand.

Members of the company TOTI BREG

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