

Terms and Conditions Lutz Building Flats

Purpose

These "House Rules and Regulations are in terms of clause 11.1.1. of the Lease Agreement and for good order and neighbourliness towards fellow occupants and other tenants of the building.

All Tenants of the premises and other persons who are entitled to occupation and visitors of the specific premises must obey the Rules, despite other stipulations and clauses contained in the Lease Agreement or the granting of a right of occupation.

Flat meetings

Flat meetings will be held as necessary. Attendance of Flat meetings are compulsory for all Tenants of the specific Flat for which the meeting is called.

Electric and Electronic Equipment

Allowed per person: 1 PC (computer) and 1 bedside lamp in the Room;

Allowed per Room: 1 Electric fan, 1 heater (not the open-element type), 1 TV and/or 1 radio. A levy of **R390** per month will be payable for a small bar fridge, or **R590** per month for a large fridge in the Room. No electrical food preparing equipment is allowed in the Room. No other stoves allowed, except those provided by Lessor. No portable or installed air conditioners, washing machines or dishwashing machines are allowed on the Premises.

Fines

Fines will be imposed upon breach of the "House Rules and Regulations". If the culprit does not come forward, all tenants in the specific Flat will be fined collectively. If fines are not paid, it will be deducted from the relevant party/parties' deposit/s at the end of the year.

Obligations of the Lessee

1.	<u>MAINTENANCE</u> The Lessee shall:	<u>FINE</u>
1.1	Keep the Premises (Room and communal area as stipulated in the Contract) clean, tidy and habitable;	R100
1.2	Not use the Premises, or allow it to be used, in whole or part, for any purpose other than that of a private dwelling;	R200
1.3	Take good and proper care of the furniture and every item thereof; and refrain from causing it to be used, or allowing it to be used, for any other purpose for which it was not intended;	R100
1.4	Take all reasonable measures to:	
1.4.1	Protect the Furniture and every item thereof; and	R100 + Cost of Repair
1.4.2	the Premises and all parts thereof (including all fixtures, fittings, appurtenances, appliances, security cards and keys not being part of the Furniture), from abuse, damage, destruction, and theft;	R100 + Cost of Repair

FINE

1.5	Not place or leave any article or other thing in or about any passage, stairway, pathway, parking space, or other common part of the building so as to cause a nuisance or obstruction;	R100
1.6	Not bring into the Premises or the Building any article which, by reason of its weight or other characteristics, is liable to cause damage to the Building or the Premises;	R150 + Cost of Repair
1.7	Not contravene any of the conditions of Title of the Property or any of the laws, rules or regulations affecting owners, tenants or occupiers of the Property or the Building;	R100
1.8	Not cause or commit any nuisance on the Property or cause any annoyance or discomfort to other tenants or occupiers of the Building;	R150
1.9	Not leave refuse, or allow it to accumulate, in or about the Premises except in the refuse bins provided;	R100
1.10	Refrain from interfering with the electrical, plumbing or gas installations or systems serving the Premises or the Building, except as may be necessary to enable the Lessee to carry out its obligations of maintenance and repair in terms of this Lease;	R150 + Cost of Repair
1.11	Not allow more persons to sleep in The Room, than are allotted in the Contract, Permission for friend to sleep over, to be obtained from Management. (see p8, 11.1.1)	R250
1.12	Not allow <u>anyone</u> to sleep anywhere in the general areas of the Premises,	R250
1.13	Not keep any live animals or birds on the Premises except with the prior written consent of the Lessor;	R100
1.14	Not hang washing from windows or in any place in or about the Premises, or do or display anything else which causes the Premises or the Building to appear unsightly; Curtaining and blinds must appear white from the outside;	R100
1.15	Take all reasonable measures to prevent blockages and obstructions from occurring in the drains, sewerage pipes and water pipes serving the Premises; and	R150 + Cost of Repair
1.16	Provide at the Lessee's own expense all electric, fluorescent, and incandescent light bulbs required in/on the Premises.	
2.	<u>SECURITY</u>	
2.1	The front door, and all outside doors of the Lutz Building, must daily be kept locked between 17h00 and 08h00 and also from 17h00 on Fridays, until 08:00 on Monday mornings. Lock your bedroom door at night. This is essential for security and the safety of all tenants;	R300
2.2	ALL security gates of the Lutz Building must ALWAYS be kept locked. This is essential for security and the safety of all tenants;	R300
2.3	Keys must be kept safely. No name tags or addresses may be kept with the building's or flat's keys. This might be a security risk for all. Such keys lost, will be replaced for your account.	R300
3.	<u>SMOKING</u>	
3.1	NO smoking - the Hookah pipe included - is allowed in the Lutz Building. No cigarette stubs may be discarded in the Room or on the communal property and stairs, nor be thrown from any of the Buildings' windows onto the surrounding Premises.	R350
4.	<u>ALCOHOL AND DRUGS</u>	
4.1	The misuse of alcohol, and the use of drugs in the Lutz Building and/or on the Premises of the Lutz Building, is prohibited– refer to 11. of the Contract.	Can lead to breach of Contract

FINE

5.	<u>FURNITURE</u>	
5.1	Furniture may not be removed from the Flat. Furniture must be repaired or replaced in case of loss or damage.	R150 + Cost of Repair
6.	<u>REFUSE AND RECYCLABLE ITEMS</u>	
6.1	Refuse and Recyclable items must regularly be placed in the Otto holders, provided outside the Building.	R100
7.	<u>VEHICLES</u>	
7.1	The Lessor or his/her visitors may not park, or leave, or allow a car on the Premises without the written permission of the Trustees – not even for repair work.	R250
7.2	The Trustees may remove any vehicle or abandoned car parked on the Premises without prior permission, at the cost and risk of the owner of the car.	R250
8.	<u>DAMAGE OR CHANGES TO THE PROPERTY</u>	
8.1	A Lessor may not, without prior written permission of the Trustees, paint or mark or damage any part of the Property, drive nails or screws or anything similar into walls or any part of the Property.	R100 + Cost of Repair
8.2	Picture hangers might be installed by request and at the discretion of the Lessee.	
9.	<u>LOST KEYS</u>	
9.1	Keys will be replaced at cost, plus R70 (per key)	R70 p key + Cost of new key
9.2	Replacement of locks will be for the cost of the Lessee.	
10.	<u>SIGNS AND NOTICE BOARDS</u>	
10.1	No tenant may erect or apply any sign, notice, advertisement or poster of any sort on any part of the building, or where it can be seen from outside the Premises, without prior written permission.	R100
11.	<u>STORING OF FLAMMABLE SUBSTANCES AND OTHER DANGEROUS ACTIONS</u>	
11.1	No one may store dangerous substances or allow actions that will increase the risk to lives or increase the tariff payable for insurance by the Trustees.	R100 + Cost of Repair
12.	<u>NOISE</u>	
12.1	NO unnecessary loud noise levels will be tolerated in the building. Also, no loud music or loud talking and laughing during: (i) exam times, and neither (ii) on the staircases or in the foyers of the building during office hours (08:00 – 17:00)	R100
13.	<u>COMMUNICATION</u>	
13.1	Your cell phone number for SMS communication is compulsory. Please notify Management of any change in your cell phone number. Notices might also be posted in the Flats. The Lessor will expect positive reaction to all such Notices.	
14.	<u>COMPLAINTS AND REQUESTS</u>	
14.1	Complaints/Requests are to be addressed to Management and sent by email, SMS or handed in at the Lutz Beleggings Trusts' office in the foyer of the Lutz Building. Only WRITTEN Complaints/Requests are valid.	