

"ANNEXURE A"

HOUSE RULES:

(ANY REFERENCE IN THE HOUSE RULES TO A TENANT/OCCUPANT IS ALSO APPLICABLE TO THE GUEST/S OF THE TENANTS/OCCUPANTS AND FINES LEVIED ON A GUEST/S WILL BE DUE AND PAYABLE BY THE TENANT/OCCUPANT.)

1. ANIMALS/PETS

1.1 No animals/pets are allowed in the building or on the premises.

2. APPEARANCE FROM OUTSIDE

2.1 Tenants shall not hang or place anything on the outside of the unit or the building.

2.2 Tenants will not be allowed to hang clothes to dry other than on the washing line provided on the Premises

3. DAMAGE/ALTERATIONS/ADDITIONS TO COMMUNAL PROPERTY

3.1 No one shall damage, fit or install anything to the communal property or anywhere outside his/her unit/bedroom.

3.2 The tenant will be help liable for any damages or losses of/to property of the landlord, caused by him/her and/or his/her visitors.

3.3 The tenant will be held accountable for the repair cost or replacement cost of damages to the communal property and this may be accompanied by an additional administration fee of R100.00.

3.4 No actions may be done or permitted on the premises that will increase the risk of fire to the property or in any way compromise the insurance regulations that the landlord has with regards to the property.

4. ELECTRICAL APPLIANCES

4.1 Electrical plugs may not be overloaded.

4.2 Only SABS approved electrical adapters and plugs may be used.

4.3 Tenants shall use the washing machines, tumble driers (if provided), dishwashers (if provided) in a responsible way and report any defects or malfunctioning.

4.4 Tenants shall not remove any furniture or fittings provided.

5. EMERGENCY EQUIPMENT

- 5.1 No one shall use or damage the emergency equipment, fire extinguishers or fire hoses for any other purpose than an emergency.
- 5.2 If the emergency equipment is used for any other purpose than an emergency the tenant will be liable for the full replacement cost.

6. FALSE ALARM TRIGGERS

- 6.1 Tenants can receive a R100 fine every time his/her alarm is falsely triggered.

7. GATE MOTORS

- 7.1 It is prohibited to tamper with the gate motor.
- 7.2 Programming of remotes is to be done exclusively by a contractor appointed by the managing agent.

8. ILLEGAL SUBSTANCES

- 8.1 Taking of illegal substances/drugs on the premises is prohibited.
- 8.2 Dealing in illegal substances/drugs on the premises prohibited.

9. LOST KEYS

- 9.1 Lost keys/remotes must be reported to the managing agent.
- 9.2 The tenant is liable for the cost involved in the replacement of the lost key/remote which is payable in cash at the time of receiving the replacement key/remote.

10. NOISE

- 10.1 Tenants will conduct themselves to ensure that they are not a nuisance to other tenants or the neighbours.
- 10.2 No Noise is permitted between 22:00 and 7:00 daily.
- 10.3 Radios, music, music instruments and televisions may not be used in such a manner that it disturbs any other tenant or neighbor.
- 10.4 Tenants must be in control and be able to manage visitors so as to ensure that the visitors do not disturb the other tenants or neighbours.
- 10.5 The violation of rule 10.1 to 10.4 will be accompanied by a minimum R100 fine.

11. REFUSE DISPOSAL

- 11.1 Tenants must keep the dustbin in the unit clean;
- 11.2 Tenants must keep the dustbin and surrounding area free of insects at all times;

- 11.3 Refuse removed from the bins must be disposed of in the municipal bins provided on the property;
- 11.4 Tenants must dispose of all bottles, cigarette butts, leftovers, and disposable containers in the dustbins provided.
- 11.5 No refuse is to be left in any area other than the refuse bins provided.
- 11.6 Tenants are responsible for timeously placing the refuse bins out on the pavement for municipal collection on the days that the municipality collects waste in the area.
- 11.7 Tenants are responsible for the returning municipal refuse bins to the allocated place within the rented property after the waste has been collected.

12. SECURITY

- 12.1 Tenants shall at all times aim to enhance the security of the building as well as the security of the other tenants.
- 12.2 Tenants/occupants are to keep security doors locked at all times.
- 12.3 Tenants are to ensure that pedestrian and vehicle gates are properly close after exiting or entering the property.
- 12.4 The tenant must ensure that all windows and bedroom doors must be lock when leaving the premises.
- 12.5 All valuable items must be removed by the tenant when going on vacation.

13. SIGNS AND NOTICES

- 13.1 No tenant shall place a sign, notice, billboard or advertisement of any kind on any part of the communal property or on the building.

14. TENANT RESTRICTIONS

- 13.1 Only 1 tenant may occupy a room.

15. VEHICLES

- 15.1 Tenants may only park in demarcated parking bays.
- 15.2 Tenants must ensure that their cars do not spill oil, brake fluid, or any other substance which leaves marks on the paving as the cleaning hereof will be for the tenants account.
- 15.3 Tenants may not dismantle or work on their cars on the premises.
- 15.4 Tenants park their vehicles on the premises at their own risk. The landlord cannot be held accountable for any damage to any vehicle on the premises.

16. VISITORS, CLEANERS, AND CONTRACTORS

- 16.1 It is the tenants' responsibility to clean his/her own unit and bathroom. The landlord will provide cleaning services of individual units during vacation times.
- 16.2 Access to tenant's rooms and bathrooms will be provided to the landlord and any person authorized to clean the located areas once a term (during vacation period).
- 16.3 Residents shall at all times leave the communal areas and the facilities in a clean and respectable condition.
- 16.4 Residents shall not be allowed to leave dirty pots, pans, cutlery, and crockery in the communal areas.
- 16.5 The communal areas (Inside) the houses and any other part of the building are non-smoking areas with a R100 fine for each violation.
- 16.6 Gardens will be maintained every 2 weeks weather permitting.

17. GENERAL

- 17.1 Any issues related to maintenance must be reported immediately to the authorized agent
- 17.2 No nails or Presstik may be used on the walls.

18. TRANSGRESSION OF RULES

- 17.1 Any transgression of these rules may only be reported in writing to the authorized agent at admin@gradspace.co.za or, in the case of emergency, 0828522024.
- 17.2 The authorized agent shall have sole discretion regarding the transgression of the above house rules.