

HOUSE RULES

A house community is constituted of the tenant and his/ her relatives, as well as the other occupiers of the residential building. Every member of the house community has to contribute to a communal life based on tolerance and consideration for each other. The purpose of the house rules is to promote an understanding communal life of all tenants, as well as to ensure the maintenance and preservation of communal property.

Number 1 Community Facilities

- 1.1 Entries of house and courtyard, gateways, garage entrances, main shut-off devices, and displays for general supplies may not be blocked. Stairways, hallways, common rooms, attics, and containers cannot be used as storage space. It is permitted to store shoes, furniture, bicycles, and bulky waste.
- 1.2 All common rooms are available for appropriate usage only. User regulations apply to club rooms.
- 1.3 Placing motorbikes in bicycle cellars, other secondary rooms, as well as on sidewalks and house entries, is prohibited.

Number 2 Security and Damage Prevention

- 2.1 To avoid burglary and theft and preserve insurance coverage, you are responsible to prevent unauthorized persons from entering the building. Before opening the front door, confer with the visitor via intercommunication system. Front, courtyard and basement doors have to be closed at all times. Basement entrance doors and common rooms always have to be locked. Additional keys for the cylinder locks of the central locking system only have to be obtained by the landlord. Key loss necessitates the replacement of the entire system at the occupier's cost.
- 2.2 Windows in stairways and common rooms have to be opened and closed by every occupier autonomously. It is necessary to ensure sufficient ventilation in all spaces especially in available drying rooms. During winter months a brief cross-ventilation is recommended to prevent adjacent apartments from cooling down.
- 2.3 Smoking is permitted in basement and ground areas, as well as stairways, entrance areas, corridors, elevators and elevator lobbies.

Number 3 Cleaning

- 3.1 If it is not assigned to third parties, cleaning the common rooms is a duty of all tenants, even those, who do not use it.
- 3.2 Cleaning stairways, platforms and windows is a duty of tenants living on the same floor. Parties take weekly turns. Stairways need to be cleaned from the tenant's floor downwards. Attics, cellar ways and common rooms (e. g. bicycle cellars, drying rooms, as well as doors) have to be cleaned monthly according to an internally issued plan prepared for each building. Other arrangements can be set up within the house community.
- 3.3 While absent, the tenant has to ensure the fulfillment of his duties according to the present rules as well.

Number 4 Living together

- 4.1 A normal and calm living behavior is expected from all tenants. Avoidable noise is a stress factor for all tenants. Therefore, everybody is asked to stick to the local rest periods (night's rest at 10:00 pm) and consideration for sick persons, children and which are in need of daytime rest. The tenant is responsible for family members and visitors.
- 4.2 If noise due to domestic and craft works cannot be avoided, these activities have to be performed on weekdays between 8:00 am - 1:00 pm and 3:00 pm - 7:00 pm. On Sun- and holidays these activities are forbidden in general. Any averages are excluded from this ruling.
- 4.3 The usage of radios and TVs as well as music-making is allowed at a moderate volume only.
- 4.4 Playing on garage yards, in car parks, driveways and parking spaces is permitted.
- 4.5 Playgrounds are built for children. Therefore, they need to be kept free from dirtying by animal excrements. Parents need to ensure that their children do not soil the playground and are considerate towards residents. Riding a bike or camping is permitted in all green areas.
- 4.6 Tenants need to have mutual understanding for one another. Some Tenants are occupationally stressed (rotating shifts); conventional noise such as sounds from playing children need to be tolerated. Playgrounds give the opportunity to play in appropriate distance to your apartment. Young families should show understanding for older and sick neighbors.
- 4.7 The apartment, especially the kitchen cannot be ventilated towards the stairways. Please note that garbage should not be stored and thereby attract vermin. Feeding pigeons is prohibited. Rat and vermin infestations must be reported to the house management immediately. All lessees are obligated through the pest control regulation to allow access to their apartments and secondary rooms.
- 4.8 Animals and pets have to live in species-appropriate pet-keeping. Dogs must be leashed when leaving the apartment. Excrements have to be disposed by pet owners immediately.
- 4.9 Flower boxes need to be properly and safely attached to the balcony parapet. While watering of flowers on balconies, care has to be taken that no water is running down the walls to windows and balconies of other tenants. Balconies and loggias without a direct drain must only be mopped with a moist cloth and not be swilled. On all balconies and loggias laundry can only be dried below the parapet. Drying above the parapet/window sill is permitted.
- 4.10 Driving and parking vehicles on entrances, fire rescue paths and green areas is forbidden.
- 4.11 Installing satellite dishes is permitted.

Please note: noncompliance of duties and obligations of the house rules can cause legal consequences for your contractual relationship.

House rules have a contractual effect for everyone living in the apartment and comes into force from 1st April 2016.

General provisions of the city, regulations of public security, as well as fire safety, apply in addition to the house rules and user contract.

Wohnungsgenossenschaft Transport eG Leipzig
Executive and Supervisory Board.