

# House Rules

(Update: November 2019)

## Dear Residents,

The building and apartment are the centre of your and your family's lives. These house rules are intended to protect residents' individual space and also to set a boundary for interests between them.

The regulations listed below outline the mandatory guidelines that each resident must observe when it comes to his/her household, particularly with regard to consideration, tolerance and assistance towards fellow residents. Residents are, therefore, obliged to be tolerant and good neighbours, regardless of gender, type of domestic partnership, descent, language, country and origin, faith, religious or political opinions.

## 1. Noise prevention

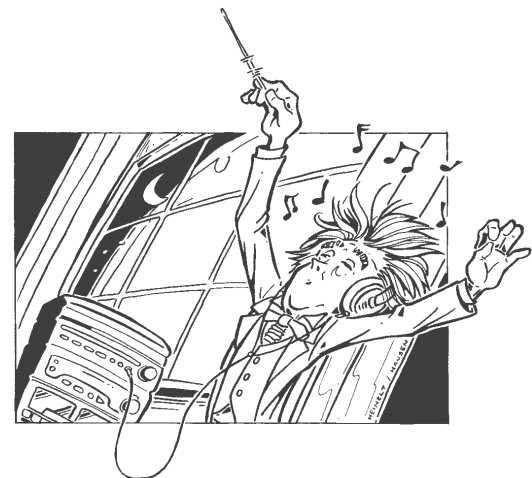
**Unnecessary and disruptive noise must be avoided at all times of day and night.**

**Necessary repairs may only be carried out on weekdays between 7:00 am and 8:00 pm.**

**To protect against any disturbance at night**, the law forbids any noise that might disturb other people's sleep between 10:00 pm and 6:00 am.

**During these quiet periods**, it is illegal to make any noise on weekdays between 6:00 am and 7:00 am, from 8:00 pm to 10:00 pm, as well as on Sundays and public holidays, which objectively may unreasonably disturb the peace and quiet of other people. Furthermore, it is forbidden to make any noise during the quiet period at midday from 1:00 pm to 3:00 pm.

Playing any devices that emit sound (radio, television, cassette player, etc.) and musical instruments within living areas must be limited to room volume and must not unreasonably disturb anyone who is not involved. The same applies to anything that makes noise on staircases, corridors, balconies as well as in any outdoor areas.



## **2. Communal facilities**

All of the residential complex's apartment facilities, technical facilities and any green and outdoor areas must be treated with care and consideration.

Throwing away paper remains, advertising brochures, cigarette butts, drinks cans, empty bottles, leftover food and similar within residential complex areas as well as smoking on the staircases and in the lifts is prohibited.

Feeding wild animals (pigeons, feral cats, etc.) within the residential complex is prohibited.

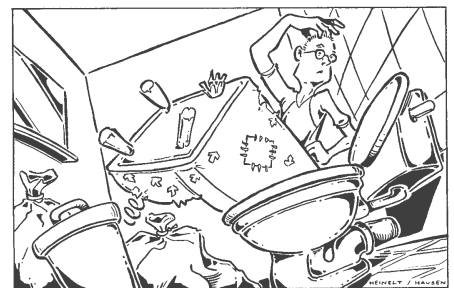
Accessing green roofs is generally prohibited. Parents are liable for their children.

Fire breaks to neighbouring buildings must always be kept clear for fire protection reasons. It is forbidden to place or store objects of any kind in these areas, particularly furniture or similar items.

Playing football on the lawns, cycling between the bushes and parking motorcycles, cars and other vehicles (e.g. mopeds, bicycles) on the footpaths and dirt roads and driving on them is not permitted.

## **3. Waste/waste area/bulky waste**

Putting any kind of object next to the waste containers and outside waste areas as well as in the staircases and cellar corridors is prohibited and poses a danger to residents due to the associated risk of accidents, fire and vermin.



To avoid additional waste collection fees, all waste must be pre-sorted and reduced to smaller pieces (packaging, bulky objects) and properly emptied into the available waste containers; under no circumstances may anything be poured into the toilet or drain. Similarly, leftover food and any kind of objects, whatever their purpose, may not be thrown out of the window under any circumstances. Residents must dispose of all bulky waste (furniture, household appliances, packaging, etc.) themselves and at their own expense.

Furthermore, please take note of the signs for correct waste disposal at the waste disposal locations.

#### **4. Bulky objects**

Bulky objects, especially bicycles, prams or toys, and even shoes and flower pots, must not cause any obstructions. For this reason, storing these objects in entrances, on staircases, cellar and floor corridors, is only permitted after prior approval from the housing association because of the escape and emergency routes there.

If there are special rooms for storing bicycles and prams within the building or the residential complex, this is where they must be stored.

Staircases and corridors, including cellar corridors, must be kept free of all objects at all times.

#### **5. Children playing**

If the residential complex has a playground, it must be expected that children will use it and, therefore, noise, particularly "noisy children" must be expected inside and outside of the applicable quiet periods (currently in accordance with the Berlin State Emission Control Act – LImSchG Bln dated 5 December 2005). Disruptive noises from children are socially acceptable and, therefore, reasonable as an expression of natural child development and to preserve development opportunities suitable for children. In addition, it cannot be excluded that the general "noisy children" noise level will also be exceeded. The parties to the contract are aware of this; they agree that both generally usual disruptive noise caused by children and any additional noise caused by children correspond to the contractual condition (quality agreement) and agree that the tenant is not entitled to any rights (removal claims, injunctive relief, price reduction rights, claim for damages and reimbursement of expenses, right of retention) due to the emission mentioned.



Other people must not be placed in any danger by cycling in the residential complex. Furthermore, cycling and football are prohibited in the green areas, courtyards and in front of house entrances.

Playing surfaces must be left in a clean condition.

Parents and those responsible for childcare must stop children and young people from making avoidable and unacceptable noise, especially during quiet periods.

## **6. Balconies and loggias**

Balconies and loggias are part of the residential building's façade design. They must be used their intended purpose and not as a place to store bulky waste of any kind.

Laundry may be hung inside the balcony parapet or balcony railing but under no circumstances may it be hung on or over the balcony parapet wall or balcony railing.

Flower boxes may only be attached to either the inside of the balcony parapet wall/balcony railing or, in the case of flower box holders already provided, also on the balcony parapet/balcony railing. The tenant shall be liable for securing his/her balcony boxes and other objects (e.g. flower pots) attached by him/her to and on the balcony parapet/railings, which could become a danger to third parties by falling down since he/she has a legal duty to implement safety precautions.

It is forbidden to throw objects and waste from the balcony, terrace or loggia.

For the purpose of fire protection and to avoid smoke, the tenant is prohibited from operating fuel-based barbecue appliances, furnaces, fire baskets and other open fires on balconies, terraces, loggias and outdoor facilities.

Barbecues are not permitted in the residential complex's green and courtyard areas.

Tenants are generally prohibited from putting out swimming pools in green and courtyard areas.

Tenants are also prohibited from putting out swimming pools on balconies, terraces and loggias. Exceptions are small paddling pools with the common dimensions of up to approx. 150 x 30 cm, which can be put away in the evening.

## **7. Pets**

Keeping pets is subject to special animal-related legal regulations. Pet owners must adhere to the generally accepted rules of keeping a pet.

Keeping pets requires the consent of the landlord unless it concerns small animals (e.g. fish, hamsters, birds).

Dogs and cats must generally be kept on a lead and, if necessary, a muzzle in our residential complexes. Cats must remain inside the apartment during the birds' closed season.

Any contamination, especially dog excrement and animal hair, must be removed immediately by the pet owner in the residential building (corridors, hallways, lifts, etc.) and in the residential complex (footpaths, green areas, etc.).

Dogs may not be left unattended by the dog owner within the residential complex. The dog owner must guarantee that the dog poses no danger to people, animals or property. Dogs may not be taken on to children's playgrounds or on to lawns and field areas.



## **8. Parking spaces/car parks**

Special legal and contractual agreements apply to the use of car parking spaces, officially designated parking areas and car parks. These are only for officially authorised vehicles.

Owners of cars, motorcycles and other vehicles are expected to refrain from sounding the horn, running engines and loudly slamming vehicle doors unnecessarily on the premises. Loud conversations, especially during quiet periods, are not permitted.

Vehicles may not be washed or repaired in the car spaces and car parks. The marked washing places can be used for washing vehicles, if available. It is particularly forbidden to release liquids from the vehicle.

## **9. Safety and order**

Every single residential complex resident has the valid right to feel safe in his/her residential complex and to be able to live in decent living conditions. The supervision of the residential complex and the protection of its residents against avoidable hazards and damage is not just the responsibility of housing association employees.

In particular, make sure that doors are closed and that cellar entrances and courtyard doors are always kept locked to protect all residents. Any kind of defects that you notice should be reported to the caretaker for elimination.

Therefore, all residents are called upon to help prevent hazards, for example due to frost, storms or fire damage, to avoid damage to the actual building, staircases, entrances and apartments, and to stop any disruption or damage by strangers, as well as to report any suspicions relating to this to the housing association or to seek public assistance from the police.

These house rules are part of the existing rental agreement with you. This November 2019 version replaces any previous house rules.

The house rules can be changed later on if this is necessary in the interest of proper residential complex management and is reasonable for the resident.

Gewobag

Berlin, November 2019