

Approved at the general assembly, April 29th 2019

House Rules for the owner's association "E/F Krøyer Hus".

The main principles of the house rules are – put simply – that we use common sense and respect each other and our joint property to ensure that Krøyer Hus is a good place to live and a strong community for all residents.

The house rules are an extension of the regulations of the owner's association. Owners and their household must comply with the house rules. Owners are responsible for ensuring that subletting tenant(s) and guests comply with the house rules.

Waste disposal	No cigarette butts, empty bottles or other rubbish may be left or discarded on the communal areas of the property. Remember to clean up after yourself. No garbage may be left on the stairs of the property, in the cycle cellars or in other communal areas. This is to prevent fire hazards, amongst other things. The management reserves the right to charge residents for garbage removal. <u>Garbage chutes</u> The garbage chute may only be used for garbage in closed bags. Most household garbage can be put in the chutes. Please take care that bags do not exceed the size of the chute as this will cause blockages. Pizza boxes must be cut in half or folded and placed in a bag. Otherwise there is a risk that they will block the chute. Pizza boxes should not be recycled with other cardboard in the recycling room, as they contain remnants of food. Do not drop or throw bottles down the chute. Do not throw wet, greasy or loose items down the chute. <u>The recycling room</u> All other waste must be sorted and placed in the bins designated for household waste, cardboard, glass, bio, small batteries, metal or paper. <u>Bulky and hazardous waste</u> Bulky waste may only be placed in the room designated for bulky waste (in the basement in block F). If the items are too big, they must be taken to the city's recycling station, not placed in the recycling room. Waste from construction work, household appliances, chemicals, paint, aerosols and the like must always be taken to the city's recycling station.
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Screens on balconies and terraces	Screens on balconies and rooftop terraces must be made of canvas in dark grey or black.
Balconies and terraces	Balconies must always be kept tidy. It is not permitted to use the balconies for storage of discarded items. Lighting and lamps on balconies should not bother other residents. Only gas grills or electric grills are permitted. For reasons of safety for residents and others in the area, plant boxes may only be hung from the inside of balconies. Please show consideration towards other residents when watering plants and washing furniture etc. on the balconies. It is permitted to air duvets and quilts on balconies. Balconies and terraces may not be used for storage. Chests for cushions are permitted.
Strollers	Prams and strollers must be parked in the basement for cycles.
Ball games	No ball games are allowed on the courtyard.
Cycles	Cycles must be kept correctly in the basement (including hanging) or in the stands in the outdoor areas. It is against the regulations of the fire department to park cycles in the communal areas or in the stairwells. The executive committee has the authority to remove cycles, strollers and prams that are no longer in use.
Storage rooms	Storage rooms must be marked with a sticker stating the user's apartment number. Flammable liquids, fireworks and the like may not be stored in the basement. It is not permitted to leave objects on the walkway or in the basement area apart from in the personal storerooms. Abandoned objects may be removed without further notice.
Doors and entry phones	To limit burglary and theft as much as possible, all residents must ensure that the doors of the property are always closed and locked. Never let unknown persons in through doors or via entry phones.

	Be careful when unknown persons request access through the front doors.
Feeding animals	Feeding birds, cats or other animals is forbidden on the grounds of the property or from the balconies.
Communal areas	It is not permitted to store personal property anywhere on the association's common areas, except where otherwise stated in the house rules. Because of the fire hazard, public hallways and stairwells must be kept free and clear of personal objects that could block escape routes or be of inconvenience to neighbors and cleaning.
Graffiti and vandalism	If a resident or a person or guest from a resident's household causes damage to the property or any part of or object belonging to the property, the resident in question must repair or pay for the repair of the damage. If a resident, someone from his or her household or a visitor makes a mess or dirties the elevator, stairs or outdoor areas, he or she is responsible for the necessary cleaning. If this is not done, the executive committee will bill the resident for the cleaning.
Pets	Ordinary pets are permitted within reason. Pets may not bother others. It is not allowed to keep fighting dogs. Under no circumstances should pets be left alone in or taken for walks in the basement or other communal areas. Pets must be kept in a leash or cage in the communal areas. Pets' messes must be removed immediately by the pet's owner.
Noise	Social events – such as parties, music and large gatherings – may not take place near OPEN windows / doors, on balconies / terraces or in the courtyard after 10 pm. on any day of the week. <u>Use of tools</u> Drills and other noisy tools such as floor strippers, hammers and the like (kitchen equipment excepted) may only be used at the following times: Monday - Friday from 7.30 am to 7 pm. Saturday, Sunday and public holidays from 10 am to 6 pm. <u>Parties</u> Parties may be held in accordance with the house rules, but residents must be considerate of others. The resident must inform other residents about the party at least one week in advance to ensure that everyone is warned about the noise. Furthermore, the resident must provide contact information / a phone number. After 10 pm, parties must take place behind closed doors and windows, and during week days no noise is permitted after 10 pm. Friday and Saturday no noise is permitted after 1 am. Complaints from other residents must be respected.

	<u>Music</u> The sound level of music and television must be kept at a volume that does not disturb other residents. Loud music may only be played in agreement with affected neighbors and with the approval of the executive committee. <u>Complaints about noise</u> If neighbors complain about noise, the complaint must be respected at once. Complaints should be directed to the home owner in question instead of on the property's social media.
Keys	Additional keys and key tags can be ordered by the owner from management and paid for by the owner.
Smoking	Smoking is permitted in the communal areas, but only when it does not bother other residents. Smoking is not permitted in the stairwells, elevators or in the basement. Please dispose of cigarette butts.
Pests	If a resident observes pests such as mice, rats or cockroaches on the property, the resident must notify management at once. If a resident's home is the source of pests on the property, the executive committee can request pest control at the resident's expense.
Damage to the property	If a resident discovers unexpected damage to or urgent problems in the communal areas of the property, the management or the caretaker must be contacted, and the board must be oriented. The management has an emergency phone number that can be used outside of normal working hours. The emergency phone number is 76 11 70 15. Residents should not hire workers at the association's expense without the committee's prior approval. If this happens, management / the executive committee may refuse to pay the bill.
Rent	When a resident rents out own property – both on a short- or long term – the owner must see to make present house rules known to the tenant(s), especially regarding noise, garbage and behavior on communal areas.
Miscellaneous	Residents are obliged to follow the guidelines of the executive committee and the caretaker when complying with the house rules and all other regulations. In addition to the rules set out in the above, residents are requested to at all times comply with what is considered to be good practice.