

House Rules

The House Rules apply to members ('Members') of the Harbour Park Owners Association, any person in the Members' household, as well as any person granted access to the Property (including, but not limited to visitors, craftsmen, builders, etc.) by a Member. The House Rules also apply to tenants as referenced in the Articles of Association, section 26.

These House Rules will be revised by the Board as required, and the Members will be informed of any updates.

1. Stairwells and lifts

- 1.1. Lifts are primarily reserved for transport of persons, and their doors must not be blocked.
- 1.2. Individual Members are responsible for and must see to that lifts, stairwell, etc. are kept free of damage during relocations and other similar occasions of goods transport, and that windows and carpets/doormats are cleaned immediately from any dirtying caused by the Member's household animals.
- 1.3. Smoking is not permitted in the lifts or stairwells.
- 1.4. Fire department rules state that no items may be placed in stairwells and other similar communal areas. This means that e.g. toys, shoes, and other items must be placed inside the Members' own apartments. Any items left in the stairwells and other similar communal areas will be removed immediately by the caretaker. As an exception, it is permitted to place one doormat immediately outside of each apartment's front door. In addition, ONE pram or pushchair per apartment may be placed in the communal space under the stairs, PROVIDED that there is adequate space and that the item is not visible from the street.

2. Balconies and terraces

- 2.1. It is forbidden to throw any items (including cigarette butts and liquids) from the balconies.
- 2.2. When using outdoor barbecues, Members must take the necessary care not to disturb other residents and to avoid any damage to the Property. Members may only use gas-fired barbecues on their balconies and private roof terraces – It is **STRICTLY FORBIDDEN** to use disposable barbecues, charcoal and propellant on the balconies/roof terraces.
- 2.3. Lighting mounted on balconies and terraces must not disturb the other Members
- 2.4. Laundry may only be dried on drying racks. The height of drying racks may not exceed that of the balustrades.

- 2.5. It is permitted to mount a glass windshield on the balconies. However, the windshield must be constructed from transparent glass according to the instructions provided by the Board, and must be approvable by the relevant authorities.
- 2.6. It is not permitted to mount any kind of tissue or canvas windshield.
- 2.7. Pots and plants are permitted on the balconies. Flowerpots hung from the balustrades or similar are not permitted.

3. Waste, rubbish, and recycling

- 3.1. All rubbish must be contained within appropriate plastic waste bags. Pizza containers must be either cut in smaller pieces and disposed of in normal plastic waste bags, or must be taken along with larger items to the nearest recycling center. Glass bottles and containers should be disposed of in the glass bin in the waste room. Do not place any rubbish outside of the containers in the waste room.

4. Communal outdoor areas

- 4.1. Members are not allowed to plant any trees, flowers, bushes, or other plants on the Property. This also includes any areas where individual Members have an exclusive right of residence according to the Articles of Association (e.g. ground floor terraces outside Members' apartments).
- 4.2. All playing and games (including ballgames) on the Property, including the communal yard, may only take place with the necessary care to avoid any damage to the Property (including grass and other plants).

5. Communal roof terraces

- 5.1. The communal roof terraces cannot be booked or reserved, neither in their entirety, nor in part. It is forbidden to attempt to 'reserve' tables/benches/chairs by placing e.g. towels/tablecloths/cutlery or similar in advance of use.
- 5.2. Any use of fire, except for small candles on the tables, is forbidden. Use of any form of barbecue (including, but not limited to gas-fired barbecues) is therefore also forbidden.
- 5.3. Drying of laundry on the communal roof terraces is not permitted.
- 5.4. Placement of any private property on the communal roof terraces is not permitted.
- 5.5. Noisy conduct and loud music must be kept to a minimum, particularly after 22:00 hrs.
- 5.6. The Members must ensure that the roof terraces and associated communal property remain in good order after use. i.e. clean up after yourself, remove your rubbish, wipe any spills, and use trivets to protect tables from hot items.
- 5.7. Any use of fireworks on the communal roof terraces is strictly forbidden.
- 5.8. Smoking is not permitted on the communal roof terraces.
- 5.9. Pets are not allowed on the communal roof terraces.
- 5.10. It is forbidden to let strangers gain access to the communal roof terraces. Guest are only allowed in the company of a Member.
- 5.11. Each Member is responsible for the conduct of their guests and must ensure that their guests abide by this set of rules.

6. General House Rules

- 6.1. Members must ensure that exterior doors and basement doors are securely closed. Members must show the appropriate vigilance when person(s) unknown to the Member try to gain access to the Property.
- 6.2. Any use of music systems or televisions should primarily take place with all windows and doors closed (including doors leading to terraces/balconies). The volume should be kept low enough that it does not disturb other Members, in particular after 24:00 hrs.
- 6.3. In the event of any party/celebration/late night weekend events, Members must notify any potentially affected neighbors and neighboring buildings by placing a notice in the entrance hall(s) at least two days in advance. After 02.00 hrs, the volume must be markedly lowered such that all Members may get a restful night's sleep.
- 6.4. Use of noisy equipment (including, but not limited to power drills) may take place between 07:00 and 19:00 hrs, but not before 09:00 on weekends and public holidays. Other electrical equipment and tools must be installed and mounted such that they do not disturb or bother the Owners Association and its Members.
- 6.5. Errors, failures, damages, or disturbances to the Property's appliances, facilities, and installations, including wiring, plumbing, heating, waste, door phone/intercom, exterior doors, etc. must immediately be put to the attention of the caretaker.

7. Abiding by the House Rules

- 7.1. Any damage caused by the willful or grossly negligent behavior towards the Property and its communal areas by any Member (including Member's visitors) will be repaired at the cost of the Member(s) responsible for the damage. In addition, any unnecessary wear to the Property should be avoided.
- 7.2. If any Member is grossly negligent in their obligations according to these House Rules, including (but not limited to) repeated gross violations or demeaning/violating behavior towards other Member(s), said Member may be excluded and dismissed from the Owners Association in accordance with existing law.

29.12.2016/The Board