

GENERAL HOUSE RULES AND REGULATIONS

(as at January 2013 – supplementing and in addition to the adopted By-Laws)

ANY BREACH OF THE ADOPTED BY-LAWS WILL INCUR THAT RESIDENT COSTS OF NOT LESS THAN \$500.00 PER BREACH

Your co-operation in maintaining the highest standard for the enjoyment of the building by Compliance with House Rules and Regulations as well as the Strata Rules for all residents is appreciated

1. Building Manager

The Building Managers, David and Jeanne DEVERELL, reside in the building and can be contacted on 0409 300 679. They are responsible for the management of the **common areas of the building**. They are **not responsible** for any maintenance or repairs to the **inside** of your apartment.

2. Lock-outs

If you are unfortunate enough to be locked out of your apartment **DO NOT** request the assistance of the Building Managers as they are **NOT** able to assist. Contact your Property Manager or a Locksmith. Contact numbers for locksmiths can be found in your information folder.

3. Swipe Card Access

All ground floor access points, including vehicle access, are controlled by an electronic swipe card system. Swipe cards will only be allocated to Owners and persons whose name appear on a Tenancy Agreement for an apartment and will be limited to 4 cards maximum for each Apartment. No extra cards will be provided. Each commercial and retail lot will be allocated approximately 4 swipe cards depending on size. If a replacement card is required the original card will be deleted from the system. Should a Swipe Card not work, please contact the Building Manager. There is a Fee of \$100 plus GST for replacement of Swipe Cards which are damaged or lost. Persons requiring replacement cards are required to contact their Property Manager who will apply to Strata for a new card. The lost or damaged card will then be removed from the system. Building Managers cannot approve issuing of cards.

4. Parking

Equus Parking is licensed and administered by Department of Transport under The Perth Parking Management Act 1999

This building is a Wheel Clamping Zone. All unauthorized vehicles will be Clamped immediately and the driver will incur all fees and charges.

No warnings will be given.

- All vehicles **must** display their authorized parking permit while in the building. Any vehicle without an authorized permit **WILL** be clamped.
- Residents and visitors are not permitted to park in any area of the building outside of their designated car bay(s).
- Residents must not permit vehicle access to any part of the building by unauthorized vehicle. Such action will be a breach of these House Rules and incur a penalty of \$500.00 for each occurrence.
- It is **illegal** to **Lease/Sub-lease Car Bays** in the building. If this is found to be done, the occupant will be in breach of the agreement.
- The owners of motor vehicles which leak oil onto the paved surfaces will be required to reimburse the strata company to have these areas cleaned.
- At no time are cars to be parked in the driveways or ramps.
This applies to all residents and their visitors.

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5. Tradesmen

Access to the building and parking for tradesmen, service personnel, etc must be booked with the Building Manager at least 72 hours in advance, except in an Emergency.

Use of lifts for deliveries MUST be booked 72 hours in advance for specific times through the Building Manager.

6. Common Area

Common areas, which include all car parking areas, driveways, internal corridors, pool, spa, gym and the ground floor foyer, are for the use of and enjoyment of all residents. Please ensure the following rules are observed at all times:

- No alcohol is to be consumed on common property.
- No smoking is permitted on common property.
- Rubbish and litter is not to be left in stairways, the car parking areas, or any other common property area, including Swimming Pool and Gym areas.
- No personal property is to be left in stairways, car bays or driveways.
- A reasonable standard of dress is required at all times in the Common Areas of the building including in the gym, no bare tops permitted.
- Suitable footwear must be worn at all times, bare feet are not permitted, including in gym.
- Doors to Apartments must be kept closed at all times. The doors are an integral part of the fire control system and must NOT be propped open for any purpose.

7. Foyer

No rowdy or unruly behavior is to be exhibited in the foyer or any common area of the building.

Not permitted in the Foyer and common areas of the building are:-

- Bicycles
- Skateboards
- Rollerblades or similar
- An appropriate standard of dress is required at all times, no bare feet, no bare tops permitted

8. Noise

Please respect the rights of fellow residents in this regard and remember that you are also responsible for the behavior and actions of invited guests.

Be aware noise transference is an issue in high density living.

9. Visitors

A maximum 10 people permitted in any Apartment at one time, without prior written approval being obtained from the Building Manager.

The right of quiet enjoyment is shared by all residents, at all times.

Failure to respect this right will incur a penalty of \$500.00 for each and every breach.

10. Balconies

All balconies are to be maintained to a high standard of appearance.

The Strata Managers are to be sole arbiters of the standard.

- Balconies are not to be used as general storage areas.
- Airing of clothes or any other articles on balconies is prohibited.
- Nothing whatsoever is to be thrown from any balcony, **including cigarette butts.**
- Be aware that noise from balconies may interfere with the quiet and peaceful enjoyment of other residents.

The right of quiet enjoyment is shared by all residents, at all times.

Failure to respect this right will incur a penalty of \$500.00 for each and every breach.

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11. Bicycles, etc

- Bicycles, Rollerblades, Skates, Scooters and similar are not permitted to be wheeled or ridden in or through the ground floor foyer.
- Bicycles must be secured in the designated bicycle racks located on the basement level, or in your own designated Store Room or the Bicycle store on Level 3. The Strata Company takes no responsibility for loss or damage.
- Bicycles are not to be secured in common areas such as stairways. In the event that this occurs, bicycles will be confiscated immediately by the caretaker.
- Bicycles, Rollerblades, Skates, Scooters and similar are not permitted in the lifts, hallways or other common areas.

12. Swimming Pool and Spa

The Swimming Pool and Spa are provided as a recreational area for residents and this area is not to be abused. There are rules which must be adhered to when using these facilities, these are displayed in the pool area and include the following:

- Children **under 16 years of age must** be accompanied by a responsible adult at all times.
- No alcohol or glassware is allowed in the pool enclosure or the vicinity thereof.
- No smoking is permitted in the pool enclosure or the vicinity thereof.
- All pool users are to be clothed appropriately at all times in and out of the pool.
- When leaving the pool and returning to your apartment, you are required to ensure that you are completely dry and do not allow water to drip throughout the complex.
- Wet tiles and lifts pose a serious safety hazard to all residents.
- **POOL Hours Strictly 6:00 am to 9:00 pm** - This means the Pool and Spa must be vacated by 9:00 pm sharp

13. External Changes

Written approval must be obtained from the Strata Company for any external changes to your apartment, e.g. installation of air-conditioners, security screens, signage and awnings.

14. Gym

GYM Hours Strictly 6:00 am to 9:00 pm - This means the Gym must be vacated by 9:00 pm sharp.

The gym facilities including the toilets and change rooms are reserved for the residents use only. Children **under 16 years of age are NOT** permitted to be in the gym or use gym equipment. Suitable footwear and appropriate clothing must be worn at all times.

Bare feet and bare tops are not permitted.

The facilities are open daily; refer to the front door of this area for opening times. The gym equipment is to be used in strict accordance with the operating diagrams/instructions on the walls within the gym.

Users take full responsibility for any loss or injury that may occur whilst in this area.

All equipment must be replaced and wiped down after use.

Weights must not be dropped onto the floor and shall be replaced after use.

15. Rubbish.

All rubbish must be securely wrapped prior to taking to the bin area from Apartments to prevent spilling.

Any staining or spoiling from rubbish to common areas will incur a cleaning fee.

Rubbish is to be placed in the correct bins in the bin storage room located in the basement. If rubbish is not deposited into the correct bins, they will not be collected due to contaminated waste, and can cause a health hazard to all residences. If you incorrectly deposit rubbish in the re-cycle bins you will be penalized when identified.

16. Cardboard Boxes, Packaging, etc.

Cardboard boxes are to be **flattened** and **stacked neatly** in the bin room near the roller door. All plastic, styrofoam, packaging etc **MUST** be removed and placed in the rubbish bins.

17. Recycling Bins

Absolutely **NO** polystyrene, plastic bags etc. are to be placed in the **Recycling** bins (bins with yellow lids).

Please read the instructions adjacent to the bins to determine if items should be recycled.

18. Security Guards

Security guards from **Perth Security Service** are present within the complex each morning and night. For assistance please contact their control number **0410 652 058**. In the event of an **URGENT** matter if that number is unresponsive please call **0418 940 750**.

NOTE: The Management of Equus adopts a **ZERO TOLERANCE POLICY** to noise or any other disturbance within the building. Each and every breach will incur a minimum penalty of \$500 in accordance with the By-Laws. Should you intend to behave in an antisocial manner the Management of this building strongly recommends you do not take occupancy within it.

Please note that the above is relevant as of 25th August 2014. Items contained within this document may alter from time to time. Please refer any queries to the Building Manager.