

RULES FOR TENANTS

A. The Association is providing and will maintain:

1. Central heating during cold periods in any season.
2. Constant hot water
3. Light, heat and water in common areas.
4. The Warden's service as separately regulated; also see below.
5. Communal room for general use of the tenants - it can also be booked through the Warden for private purposes
6. A guest-room, which may be booked through the Warden, at a small charge.
7. Washing and drying machines in the communal laundry-room which can be used for a small charge by obtaining a token from the warden.
8. Five car-parking spaces for official and day-visitor's use. These are under the control of the Warden. Neither any tenant nor any member of his household shall park any vehicles in these spaces or on any land under the control of the Association without a written consent of the Association.

B. The Association is responsible for:

1. Such repairs as are required to keep the premises (the flat lets and communal areas) wind and water-tight or are required by Statute to be executed by the landlord.
2. All structural repairs, internal and external decorations exempt any due to negligent use or willful damage subject to the provisions of Sections 32 and 33 of the Housing Act 1961.
3. Maintenance of individual air-extractors on the kitchens, bathrooms, guest -room and communal rooms.
4. Maintenance of garden strips, lawns and paths.

C. The Tenant is responsible for:

1. Notifying the Warden of any defects or necessary repairs - without delay.
2. Keeping the premises in a clean and tidy condition.
3. Repair and keeping in safe order of any fittings, furnishings and equipment in his/her flat; renewal of tap-washers and renewal of all door locks, latches and keys.
4. Making good of all breakages or damages to the premises, windows, sanitary fittings and fixture - and in default the Association may make good the damage and recover the cost from the Tenant.

D. The Tenant shall:

1. Arrange with his bank the total monthly payment due (for the tenancy, including services, central heating, hot water etc.)
2. Use the premises as a private dwelling only and for accommodation of persons approved by the Management Committee.
3. Give his Doctor's name, address and telephone number to the Warden, also those of his next of kin and solicitor, if any.
4. Notify the Warden beforehand; if he desired to be absent form his/ her flat for one night or more, and to leave any address, where he/she may be contacted. This does not mean that any responsibility is taken for the tenant's or resident's property in their absence.
5. Permit the Association's officers or agents with or without workmen to enter at all reasonable times to examine or repair the premises.
6. Study and contribute to the comfort and happiness of their neighbors in every way.
Be of assistance to the Warden carrying out his duties.

E. The Tenant shall not:

1. Do or permit to be done on the premises anything which causes a nuisance or be an annoyance to the neighbors.

2. Use any musical or sound-instrument, television or radio in a manner that it can be heard outside the flat let between the hours 11pm and 7am,
3. Use any equipment, electrical or other, which causes interference in other tenants television or radio sets, particularly not between 4pm and 11pm.
4. Use the flat let or any of the associated facilities for any trade of professional purposes.
5. Underlet, assign or otherwise part with or share the premises or any part thereof. He or she may not take in lodgers or put up for the night any visitors or relatives, except in the guestroom. Exceptionally - to avoid cases of hardship caused by this rule - the Warden may agree to an overnight visitor, but he must be asked for consent earlier in one way.
6. Keep any pets.
7. Make any alterations without written permission of the Management Committee.
8. Affix or remove any fittings or fixtures without written permission of the Management Committee.

F. Safety requires that:

1. The tenant shall not use nor allow any member of his/her household to use any paraffin, oil or gas (heating, cooking etc.) appliances.
2. The tenant shall know the emergency call system and use it only in emergency cases. It will be explained to you by the Warden. If there is an emergency such as a fire or burst water pipe, or if you are taken ill suddenly, please, ring the bell in your bedroom or bathroom. Do not summon the Warden unnecessarily.
3. The tenant shall know the fire alarm drill and follow the instructions of the Warden, both on exercise and in case of emergency.
4. The Warden has a key to your flat let and must be able to unlock your door from the outside in case of an emergency or duty in your absence.
5. The Warden must know of all persons staying or not staying on the premises overnight.

6. The building is insured by the Association. But the tenant is responsible for insuring the contents of his/her flat.

G. The Warden:

1. The Warden is responsible for the care and supervision of the community, he/she is there to help you. But he/she is not expected to undertake any nursing care whatsoever. He/she will arrange doctor and other medical visits. He/she will answer alarm calls and deal with situation, cancel alarms.
2. At a suitable time, the Warden will lock-up for the night, secure windows in communal places, turn out or put on the lights in corridors and communal areas.