

HOUSE RULES

To ensure that all tenants of the building can live together pleasantly under one roof, it is necessary to establish certain rules. These are part of the lease contract and binding for everyone.

1. Custodian and emergency service

Custodians are "on site" employees of the landlord. Their recommendations and instructions must be followed. Please report any damage in your apartment, the building or common areas to your custodian immediately, unless you are obligated to remove the damage yourself.

You will be responsible for the costs of any work you contract yourself. In emergencies or hazardous situations, please notify us immediately. Outside of usual office hours, please contact the emergency service by phone at 040 20006868.

2. Conduct in the building and in your apartment

Please keep noise at low volume, in particular during the regular quiet times between 13:00 and 15:00 and between 22:00 and 6:00, as well as on Sundays and Holidays.

During the quiet times, using household appliances such as washing machines or dryers is not permitted. Television sets and music systems must be used in a way that does not disturb your neighbours. Basement and stairwell windows should be kept closed during the cold season, or opened only briefly for ventilation. In the interest of your fellow tenants, grilling on terraces, balconies, loggias or areas immediately adjacent to the building is not permitted. Flower boxes are a beautiful addition to your houses, but they must be installed properly and safely. When watering balcony flowers, be sure that your neighbours are not disturbed by water dripping down. Feeding animals, in particular pigeons and seagulls, presents a health hazard and is not allowed. Smoking is forbidden in the stairwells, in the basement and attic hallways, and in other common areas in the building. If your apartment has a balcony, please be sure that your neighbours are not disturbed by unpleasant odours.

3. Supervising your children

Children need to move and play. However, the stairwell, basement and attic areas are not suitable spaces for playing. Please ensure that your children play outside of these areas. Playing football in courtyards, between buildings, in front of entryways and in the green spaces is not allowed. You are responsible for any damage caused by your children.

4. Common rooms

Common rooms in the building such as bicycle storage basements and drying rooms are available to you and all other tenants of the building. After using these rooms, leave them as clean as you would like to find them. If your building has a laundry room, it must also be used in a way that does not disturb your neighbours.

5. Cleaning responsibilities

If your lease contract does not state that cleaning duties are the responsibility of the landlord, the tenants who live on the ground floor must ensure that the entry areas, the entrance door, the stairs to the building including the sidewalk, and stairs leading to the basement are kept clean. If there are no tenants living on the ground floor, this obligation falls to the tenants on the next higher floor. These tenants are also responsible for snow and ice removal and for spreading grit on the sidewalk and foot path in front of the house, as well as the path leading to the building entrance. De-icing salt must not be used for this purpose. The tenants of the other floors are responsible for cleaning the hallways or galleries in front of their apartments and the stairs leading down to the next floor. The tenants living on the top floor must also ensure that the stairs leading to the attic are kept clean. These spaces must be swept and also wet-mopped at least once per week.

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The stairwell windows and lifts must also be cleaned. The tenants must take regular turns cleaning the basement and attic hallways, as well as other commonly used spaces, the waste room or the space for storing waste bins. You must immediately remove any irregular contamination caused by you, your delivery persons or your visitors.

6. Waste disposal

Please dispose of waste and rubbish only in the intended waste bins and do not throw any household or kitchen waste, paper nappies, cat litter or similar items into the toilet or sinks. In the interest of efficient waste disposal, please also be sure that waste is separated properly according to the provided bins. Bulky waste items should not be placed in the waste bins, but must be collected by the city's bulky waste removal service, which you must request. Storing bulky waste in common areas like the basement and attic hallways, drying rooms etc. is not permitted. Waste chutes must not be used for bulky or flammable items or for bottles.

7. Heating and ventilating

Correct heating and ventilating habits avoid moisture damage in your apartment. Your custodian will provide professional advice and an information sheet on the topic.

8. Safety in the building

For your own safety, the main entrance door as well as courtyard or garden doors should be kept closed – not locked – in particular between the hours of 22:00 and 6:00. Building and courtyard entryways as well as stairs and hallways must not be used to store bicycles, prams, and other bulky items. They are escape routes and must therefore be kept clear at all times.

Fuel-operated vehicles of any kind must not be parked in the leased or common rooms, in front of building entrances or directly next to house facades. Liquids or items that are easily flammable must not be stored in basement or attic rooms because they present a fire hazard. You are not permitted to walk on the roof.

It is very important to us to foster a good sense of community in the building. Living harmoniously together in a multi-family building requires mutual consideration and tolerance. If disagreements should arise despite everyone's best efforts, please inform the office responsible for your building. They will provide you and your neighbours with aid and support if you have different interpretations of how the house rules should be applied.