



TENANT RULES

WEINPROP
— RESIDENTIAL



HELLO & WELCOME TO THE WEINPROP FAMILY!

We trust you will have a wonderful stay with us and create new memories with your friends and family. We have put this document together for you with all the tenant rules.



ACCOMMODATION RULES



Please switch off all lights and electrical appliances while not in use or when you leave your room any fault, injuries or damage caused by neglect of this rule will result in the tenant bearing these costs and/or actions. Saves electricity too!

If your room is equipped with a pre paid electricity/water meter, and we find that the device has been tampered with while you are in occupation of the unit, you will be issued with a R 5000 spot fine In addition to the fine, criminal charges may be laid against you.



Water should be used sparingly please report any leaks as soon as they are noticed. Go to weinprop.co.za/maintenance



Keep common areas stairwells etc in a clean state as you would like to find them.



Dump your unit's rubbish in the dustbins provided outside for municipality to collect (make sure that your rubbish from your unit is in a secure plastic bag no loose item's please.)

CONSIDERATION FOR OTHERS

- Serious and disorderly behaviour that results in the disturbance of others may lead to immediate termination of the lease agreement in such cases you will be liable for the full charges set out in lease agreement.

- Playing of music or other sounds at unreasonable levels is strictly forbidden. The acceptable level will be at the discretion of the Building Manager. The Lessor reserves the right to confiscate any music equipment in the event that the Lessee does not adhere to this rule. Such equipment will be returned to the Lessee at the end of the following month
- Shouting, calling or talking in a raised voice is not acceptable.
- Running in corridors or in any other areas of the building is not permitted as it is a danger to yourself and others
- Report your disturbances on www.weinprop.co.za
- Report security concerns to the security company or at www.weinprop.co.za/security
- All children should be accompanied by an adult, children found damaging property and making noise etc... a fine will be levied and the repairs to the property will be billed to the tenant if needed.

SMOKING, DRUGS & ALCOHOL

- The building is a smoke free building.
- Smoking, drinking or the taking of drugs is strictly prohibited within the common areas of the building.

Consumption and storage of alcohol is allowed in your unit. You will not use, store and sell non prescription drugs or narcotics in the building. Should any form of drugs be found on your person or in your room, we reserve the right to immediately terminate the lease agreement and take whatever legal action that may be necessary against you



CARE OF THE BUILDING, COMMON AREAS & ROOMS



No posters or other items may be permanently affixed to the walls, windows or furniture of your room or any other part of the building without prior approval from the Building Manager. It is in your best interests to keep the building in a clean state, please do not soil, mark, litter or damage the common areas of the building.



Toilets must not be used for the disposal of any foreign objects, only domestic toilet paper may be flushed down the toilet.



Furniture and other items should not be removed from the common areas to your rooms. If you are found to have taken the furniture to your room, you will be issued with a R 300 spot fine.



Insects and rodents are a health hazard. All food kept in your room must be stored in suitable containers or wrapped tightly, this prevents insects or rodents from accessing it. Stale, unfinished or waste food must be immediately thrown in the dustbins and taken out to the building dustbins for municipal collection.



MEDICAL CONDITIONS & DISABILITIES

Should you suffer from any medical illness or disability, we would appreciate you notifying us so that we are in a position to be of assistance in the event of a medical emergency. Let your Building Manager know.

SECURITY & SAFETY

We cannot be held responsible for any losses that you may incur whilst residing in our buildings. In light of this, please keep your apartment locked at all times and ensure that the windows are fully closed when you are not present in your apartment. The key for your apartment must never be given or lent to any other person.



You should ensure that there are no key tags or identification that would make it easy to identify the room that the key belongs to. It is vital that you take good care to ensure that you never leave your keys in a place that they could be stolen or lost. We will not be held responsible for any theft or burglary involving your possessions. Lost keys lead to the issuing of new keys and you will be held responsible for the cost of and the issuing of replacement of new keys (approximately) R400.00 together with an administration charge as a locksmith will be required to be called in.



The use of candles, oil lamps, incense or anything that produces a naked flame is a potential fire hazard and is strictly forbidden to be used in your room or any other part of the building.



Tampering with any security or firefighting equipment is a serious offence and is strictly forbidden. Should you tamper with the fire equipment in any way, we reserve our right not only to have you arrested but to lay criminal charges against you. The cost of restoring such equipment will be for your account (minimum charge of R 500 for tampering with equipment)

We reserve the right to search bags (yours or your visitors) at any time and confiscate any firearms, weapons, alcohol, drugs or any other illegal substance.

BUILDING RULES

- I will always keep my resident card with me for security reasons. My access may be restricted if I don't provide proof of identification (Does not apply to our buildings)
- I will regularly read all notices on the notice board to familiarise myself with important communications
- I will not make excessive noise (e.g. loud music), especially after 8 pm
- I will keep my unit clean and pleasant smelling
- I will not smoke in the building as they are smoke-free zones
- I will not run a business, or trade, or conduct any illegal activities from my unit or the surrounding area
- I will not litter or create a mess in the common areas
- I will leave the wash trough area in the condition in which I would like to find it
- I will remove my washing when it is dry to make space for others
- I understand that the playground (if available) is for children and I will supervise them whilst playing and not hold any parties or other social events here
- I will not urinate/defecate from my balcony or in any common area
- I will not leave my rubbish in the common area, e.g. passage, staircases, garden or parking area
- I will not throw litter over the balcony or out of my window
- If I do make a mess by mistake, I will clean it up immediately
- I will put my rubbish in the communal dustbins located on each floor
- I will keep my unit in its original condition, i.e. as it was when I moved in
- I will not make alterations to my unit
- I will not damage my neighbour's property, e.g. cars, bicycles etc.
- I will not damage the walls of the property, e.g. drilling holes, drawing graffiti etc.
- I will not put a satellite dish on the outside of the building
- I will not remove the electricity meter seal
- I will not tamper with the geyser
- I will not interfere with locks on electrical boxes
- I will not interfere with the operation of the lift
- I will show respect to my neighbours, even if they do things differently to me
- If I plan to be away for more than 2 weeks, I will inform WEINPROP of my intended absence

- I will not sublet my unit either fully or partially
- I will not overcrowd my unit
- I will not allow my children to leave bicycles or toys in the common areas
- I will not store any goods in the common areas
- I will not keep a pet on the premises, e.g. a cat or a dog etc.
- I will not hang anything over the balconies or windows, especially laundry
- I will only use the fire hose for emergencies and not for washing my clothes or car
- I will not have a party in my unit
- I will not flush nappies, sanitary towels, newspapers etc., down the toilet, as it will cause a blockage. I will be required to pay for any necessary repairs as a result
- I will not use any faulty appliances in my unit that could damage the electrical supply
- I will not use my stove as a heater
- I will report any problem(s) to the building manager or WEINPROP
- I will not do any car repairs on the property
- I will only park my car in the parking area
- I will not store scrap cars or broken down vehicles on the property
- If I discover anyone breaking the building rules, I will report them to the building manager or WEINPROP

Overcrowding

The table below is excluding children who are 16 years and younger. Any one over the age of 16 is considered an adult.

TYPE OF UNIT:	NO. OF OCCUPANTS ALLOWED
Bachelor	2 Adults
1 to 2 Bedroom	4 Adults

GENERAL AND MISCELLANEOUS



Pamphlets of any nature may not be placed or handed out in the building without our prior consent.



Firearms or any form of weapon such as knives, batons etc, is strictly forbidden.



No group meetings or demonstrations will be permitted without our prior approval.

Failure to observe these Rules will constitute a breach of the Lease Agreement and may lead to termination of the Lease.