

Frederiksberg, 15th of November 2015

HOUSE RULES FOR THE OWNERS' ASSOCIATION HAVNEBRYGGEN POLARIS

House Rules for the Owners' Association - HavneBryggen Polaris

1. Compliance

These House Rules must be respected by the owner of the owner-occupied flat as well as his household, his tenants and persons whom the owner or the tenant (hereinafter referred to as a "Resident") gives access to the property, including guests and tradesmen, etc.

The main principles of the Owners' Association's House Rules are that the Resident at all times exhibits common sense and shows respect for the property of others as well as the Owners' Association's property. This means, among other things, that the following must be observed.

The House Rules can be revised by the Owners' Association HavneBryggen Polaris' Executive Committee at regular intervals, and the Resident will be informed in case of updates and/or changes.

If the Resident substantially fails to fulfil his obligations under these House Rules, including by repeated severe violations or reckless conduct against the other residents, this may result in exclusion from the Owners' Association in accordance with the applicable legislation.

2. Waste Management

All normal household waste must be packed in sealed rubbish bags before it is disposed of in a rubbish chute or waste container. The lid of both rubbish chute and waste containers must be kept closed at all times.

Other waste material must be sorted and placed in the rubbish containers and/or rooms set aside for that purpose. The Owners' Association's, the waste removal company's and Copenhagen Municipality's rules must be followed.

It is not permitted to place waste material or dispose of rubbish anywhere on the Associations' communal areas, except in the places set aside for this purpose.

If the Resident does not remove waste material, including construction waste, that has been left in violation of the provisions of the House Rules, the waste material will be removed at the expense of the Resident.

3. Balconies and Penthouse Terraces

The balcony/penthouse terraces and their drains must be kept clean and cleared at all times.

When drying clothes, it is only permitted to use clothes racks on balconies where the height of the rack does not exceed the height of the balcony railing. Balconies are not to be used for storage, for such things as rubbish, boxes or appliances, etc..

Installation of flower boxes is not permitted.

No lights or other objects may be attached to the facade or balcony. Other types of lighting installed on balconies are not to be of nuisance to other residents.

All types of screens or coverings on the balconies are prohibited. See also section 11 of Articles of Association.

4. Terraces on the Property Area

The terraces are bordered with hedges. For the sake of the overall appearance of the property, the terrace areas must always appear identical, therefore, it is not permitted to change the appearance of the terrace areas. Maintenance of hedges is carried out by the Owner's Association as far as the exterior side as well as with the top of the hedges are concerned. The interior side is maintained by the Resident.

Adding your own plants is not permitted for the sake of the underground membrane.

Installation of light fixtures on facades and terrace walls is not allowed. Other types of lighting installed on terraces must never be installed in such a way that they are of nuisance to the other residents.

The terrace may not be used for storage of items, such as boxes and appliances, etc. Sun shades and similar non-permanent forms of sun protection, can be used as long as they are taken down when not in use. The use of drying racks on terraces is allowed.

The smoke vents located on terraces on the ground floor and ventilation boxes located by all North entrances must never be covered.

5. Awnings

Installation of awnings is not permitted.

6. Parking of Motor Vehicles

Parking is not allowed on the property area. It is recommended that an agreement is made for parking with the owner of the underground parking garage and parking spaces on the property.

7. Bicycles & Prams

Bicycles and prams must always be parked in the bicycle racks and bicycle rooms set aside for this purpose by the Owners' Association in the basement of the property.

The Association's Executive Committee is entitled to remove bicycles and prams that are left unused. Before this happens, the Committee will have placed a notice at the property and given the residents a suitable warning. The Association's Executive Committee is also entitled to remove bicycles and prams that are left outside the designated bicycle racks and rooms.

8. Stairwells & Lifts

The stairs, landings and other communal areas of the property, are not to be used for placing items or used for storage, including plants, shelves, bottles, bicycles, prams, strollers, toys, shoes, boots and rubbish bags, etc.

The property's lifts are for passenger transport alone and the doors are never to be blocked. The Resident is responsible for and must always ensure that lifts and stairwells, etc. are not damaged in connection with moving in and out, etc.

9. Pets

Pets are allowed to a lesser extent, however, only a maximum of 2 dogs or cats is permitted and only if the animals are not a major source of nuisance for other residents or users of the property.

All pets must be kept on a leash whenever the animal is on the communal areas of property.

The Executive Committee may demand that the animal be removed if it is of nuisance to others.

10. Pest Control

If the Resident detects pest infestations, such as bedbugs, mice, rats or cockroaches, anywhere in the communal area of the property, the Resident must notify the Executive Committee immediately.

Feeding birds, cats and other small animals on the Owners' Association's property area is prohibited.

If the Resident is the cause of a pest infestation anywhere on the Owners' Association's area, the Committee can have pest control measures performed at the expense of the Resident.

11. Damage to the Property

In the event of damage to the property, the Owners' Association's Executive Committee will, by posting a notice at the property, inform who the Resident is to contact.

The Resident may not, without the approval of the Executive Committee, request tradesmen at the Association's expense. If this happens, the Committee may refuse to pay the bill, unless it is an emergency situation where the Committee cannot be reached.

Accidental damage or damage resulting from gross negligent behaviour against the property and communal areas must be rectified by the offending Resident or the Resident whose guests, tenants and/or tradesmen, etc. caused the damage.

Reference is also made to the Owners' Association's Articles of Association regarding maintenance and changes to the residence.

12. Noise, Smoke and Fire hazard

The Resident is, as far as possible, required to limit strong smells and loud noises at the property.

All use of TVs, radios, stereo equipment, musical instruments and machinery, etc. must be done while taking the neighbours into account. If necessary, windows must be kept closed.

Noisy behaviour, loud music, etc. is not to take place between 10 p.m. and 7 a.m. This rule may be waived in the event of a party, as long as the Resident has notified the other residents at least 3 days beforehand by posting a notice in his own and the neighbouring stairwells

Washing machines and dryers are not to be used between kl. 10 p.m. and at. 7a.m.

Electric drills, electric sanders and other noisy tools are not to be used between 8 p.m. and at. 8 a.m. The Resident must notify the other residents before any floor sanding and maintenance work takes place, that potentially could be of nuisance to the neighbours, by posting a notice in the affected staircases at least 3 days beforehand.

In the event of professional music arrangements, this may only take place with the consent of the affected neighbours and by approval from the Executive Committee.

Noise complaints should always be respected from the first instance.

Smoking in stairwells and in indoor communal areas is prohibited.

Use of electric and gas-barbecues is allowed on balconies and terraces while always taking the other residents into account. Charcoal barbecues may only be used if the Executive Committee has assigned a place for this purpose on the Association's property area.

Use of gas heaters and open fire, such as bonfires and torches, are prohibited.

The local fire regulations must always be observed.

It is not permitted to light fireworks anywhere on the Owners' Association's communal area.

13. Complaints

Any resident who wishes to file a complaint about another resident, should first talk to the person in question about the situation and the problems experienced.



The Executive Committee deals with complaints about residents who do not comply with the House Rules.

When handling complaints, the Executive Committee will contact the owner of the property, as the owner concurrently is responsible for their own household and tenants, as well as any visitors.