

## House Rules

### “ Chemin des Epinettes 51-53-55“, 1723 Marly

1. **Agreement of the tenant:** By signing a rental contract for a room, the tenant undertakes to respect these House Rules throughout the rental period.
2. **Agreement of the lessor:** The written agreement of Apartis is compulsory in the following cases:
  - Extended visits to the tenant (lasting more than one week or repeated visits);
  - Pets in the rented room
  - Sub-letting
  - Painting of the walls and any modification to the rented object;
3. **It is the duty of the tenant to:**
  - 3.1 Strictly respect the official quiet hours, between 22H00 and 7H00, in the apartments, in the common rooms, inside the buildings in general and outside the buildings;  
Respect the need for calm of those living in the buildings and the neighbourhood;  
In the case of excessive noise, you should personally speak to the tenants who do not respect the rules, or, if appropriate, call the police and/or the warden.
  - 3.2 For gatherings, group meals, etc., book the common room in the building 53 one week in advance at the Apartis office and pay a deposit of CHF 200 (refunded if the room is left clean and tidy); please respect the rules on the use of the room;
  - 3.3 Respect the commune's regulations for waste management: sort the waste, only use the dustbin bags (SACCO) approved by the Marly commune and put it in the rubbish place. Paper and cardboard boxes has to be placed in the specified container. Take glass, PET, etc. back to the store or to the waste collection site. Put voluminous waste in the specified place (please contact the warden). Rubbish bags, paper and compost containers are not allowed on the window-sill or balcony. Any non-respect leads to the payment of costs for the person in infringement;
  - 3.4 Respect the warden's work, his hours of presence and comply with any remarks he may make; the warden is responsible for generally taking care of the buildings and ensuring the respect of these rules.
  - 3.5 Users of a car or motorbike/scooter have to respect the by-law for parking spaces. Any non-respect of no parking areas may lead to a fine and the removal of the vehicle, the owner paying the costs. Park bikes in the places reserved for this (room or shed); they are not allowed on the sidewalk, on the bridge to the main entry, in front of the main entry or in the building.
  - 3.6 Look after and maintain the facilities placed at disposal (sanitary installations, ovens-cookers, ventilation hoods); clean the filters of washing machines and tumble driers; immediately remove dry clothes, towels, etc. from the laundry room;
  - 3.7 Organise a regular cleaning plan with the other tenants for the shared parts of the apartment and keep the premises in a good state; Apartis may carry out periodical verifications;
  - 3.8 Respect the ban on smoking and the instructions given on notices by Apartis and the warden.
  - 3.9 In the case of damage or breakdown, immediately inform the warden or Apartis by sending a breakdown notification via [www.apartis.ch](http://www.apartis.ch), section "Breakdown Notification";
  - 3.10 Comply with the instructions and information given by the warden and Apartis concerning the use of the apartments and common rooms.
  - 3.11 Internet: contact Apartis before installing a Wifi (wireless) system. In the case of an incorrectly configured appliance, major costs will be invoiced to the tenant.
4. **It is expressly prohibited to:**
  - Lodge third parties in the apartment or room;
  - Organise parties and gatherings of any type whatsoever in the apartments;
  - Throw objects and waste through the windows-balconies or to place them in the stair wells, etc.
  - Cook barbecues on the terraces/balconies;
  - Park cars /motorbikes /scooters on parking places reserved for visitors, around the buildings or on roads of residential areas;
  - Place objects outside the apartments (shoes, furniture, etc.).

**5. Punishment: in the case of repeated infringement** of these House Rules, the tenant runs the risk, after written warning, of early termination of his/her rental contract.