

## House Rules and regulations for furnished rooms

Rte Mont-Carmel 21-29, 1762 Givisiez

1. **Agreement of the tenant:** By signing a the rental contract for a furnished 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 3 days);
  - Pets or any kind of animals in the rented room;
  - 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 10 P.M. and 7 A.M.**, 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; concretely all unsuitable noise has to be avoid, particularly speaking aloud and hearing loud music with windows open, in the entries of the building and in the surroundings. For housekeeper's intervention during the official quiet hours, we charge a fee of CHF 200.00. Apartis can turn to a private company for respecting quiet hours. The invoice is taken in charge by the authors of the noise;
  - 3.2 For gatherings, group meals, etc., book the common room on the ground floor of building 29 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 white bags (GIVI'SAC) approved by the Givisiez commune, take glass, PET, etc. back to the store or to the waste collection site, each day place any bags of rubbish in the outside containers; only put out paper, cardboard boxes and voluminous waste items on the day of collection; 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 Rent a fee-paying parking place in the building's underground garage if you have the use of a car or motorbike/scooter; 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);
  - 3.6 Look after and maintain the facilities placed at disposal (sanitary installations, fridge, 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 weekly 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 Economize energy in general: electricity (by turning off lights and house old appliances of out of home), heating (by opening the windows for a short period of time), water (by taking short showers), etc.;
  - 3.11 Comply with the instructions and information given by the warden and Apartis concerning the use of the apartments and common rooms.
  - 3.12 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 (Apartis may carry out verifications);
  - Organise parties and gatherings of any type whatsoever in the apartments;
  - Throw objects and waste through the windows 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.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_