



## HOUSE RULES

### Techno-Z Student Apartments

In the Techno-Z Student Residence we put great value on mutual respect for each other and a peaceful community life. In the common interest we kindly ask you to follow our House Rules.

1. **Care of apartment and common areas:** It is the duty of every tenant to maintain the apartment and to keep it clean and tidy. Excessive usage (more than normal wear and tear) and unprofessional intervention that causes damage of any kind is forbidden. The full cost of repairing any item of furniture or electrical appliance provided by Techno-Z will be charged. Damage caused in the common areas (like staircase, basement and garage) has to be repaired or paid for by the person responsible.
2. **Alterations and structural modifications** of any kind inside the apartments are **forbidden**.
3. The **common room** (Campus 2 Ground floor) is available to all residents and can be locked with the apartment key. After use, when leaving the room, all windows and doors must be locked and the room must be left clean and tidy.
4. Our buildings are smoke free buildings. **Smoking is strictly prohibited** within the apartments and the buildings. Smoke detectors are located in the corridors of Campus 3 and Campus 4. It is therefore important to ensure that no cooking steam or water vapor gets into the aisle from the kitchen. It sometimes happens that this triggers a fire alarm. The cost of this (approx. € 500) will be charged to the person who caused it.
5. For the purpose of a good neighborhood tenants have to keep the **night rest** from 10 p.m. to 6 a.m.. Forbidden after 10 p.m.:
  - Playing of music, singing, loud handicrafts, shouting, loud phonecalls or talking in a raised voice, vacuuming, noise of all kinds inside and outside the house
  - Radio and television sets must be attenuated to such an extent that they do not disturb or annoy other residents
6. Larger **celebrations** in the outdoor area must be approved by the home management.
7. The **entrance doors** to the campus buildings are locked between 7:00 p.m. and 6:00 a.m.. On weekends the doors are locked from Saturday 01:00 p.m. to Monday 6:00 a.m. The doors can be opened with the apartment key. To protect the house community against unauthorized persons, make sure that all entrance doors are closed between 7 p.m. and 6 a.m. This also applies to the garage doors, which can only be opened with a house key.
8. **Pets** are not allowed.



9. **Use of kitchen and bath:** Blockage of all drains must be avoided.

Please follow the following instructions:

- Place sieves (available in supermarkets or drug stores) over the kitchen and bathroom drains (sink and shower) to prevent hair or food from getting into the drains.
  - Our sinks in the kitchen are not equipped with a food garbage disposer for fruit or vegetables. You have to dispose organic waste in the organic waste garbage bin.
  - The hotplates are equipped with a timer that must be pressed before the stove is used to activate it (fire protection reasons).
10. Any **water wastage must be avoided** and is not permitted. It is particularly important to ensure that leaky taps and defective toilet flushes are repaired immediately. Damage caused to the house or other parties by lack of care on the part of the resident, unless covered by insurance, is to be repaired at the expense of the resident who caused the damage. Tip: After a longer absence, limescale deposits and drain blockages can easily be avoided by rinsing with hot water and vinegar.
11. If residents are **absent** for a longer period of time, it is recommended to inform the dormitory management.
12. Use of **balcony**: It is not permitted to place larger pieces of furniture and everyday items on the balconies. It is also not permitted to hang out the laundry, to dust towels and carpets from balconies. Also, carpets and towels cannot be tapped or dusted out of the windows and in corridors.
13. **Storage of objects**: It is forbidden to block the house entrance, the underground garage entrance or the corridors by devices, bicycles and objects of all kinds.
14. The resident acknowledges that employees of the Techno-Z dormitory are entitled to enter the apartment in the case of **urgent repairs or imminent danger**, in order to arrange or carry out repair work. If necessary, the work can also be carried out by third parties.
15. The **apartments can only be used by our residents**. They serve for residential purposes only. Any other use is prohibited. The use of the apartment by two persons is only possible with the consent and establishment of a contract with the home management. If there is a suspicion that persons other than the tenants live here without permission, the home administration may enter the apartments at any time.
16. **Visitors are welcome provided they observe these House Rules.**