

'HUISHOUELIJK REGLEMENT'

Rules and Regulations

of the Owners' Association

'BORWEG'

(Badhuisweg 169 and 171 - Den Haag)

SUMMARY in English

This Summary is for the use of non-Dutch speaking occupants, and is meant as information only. It does not take the place of the complete Rules and Regulations in Dutch (the 'Huishoudelijk Reglement'). The 'Huishoudelijk Reglement' (enacted March 17, 2003) will always take precedence over this Summary.

September, 2003

ARTICLE 1 - 6: THE STRUCTURE OF THE OWNERS' ASSOCIATION

Art. 1-6 The apartment-owners are by law members of the Owners Association. The members of the Owners' Association meet at least once a year in the General Assembly of Owners. This Assembly appoints the Administrator. The Administrator takes care of the daily maintenance of the buildings and of the administration of the Owners' Association's funds. He puts the decisions of the General Assembly into effect. The Supervisory Committee of the Owners' Association, elected by the General Assembly, supervises the Administrator, and may give binding instructions. For each building one of the members of the Supervisory Committee will be the contact for occupants and Administrator in all matters of daily maintenance. *(See last page for the names of the Administrator and the contact-persons.)*

ARTICLE 7 - 11: THE USE OF THE PRIVATE SECTIONS OF THE BUILDINGS
(The 'private section' = the inside of the living quarters including the balcony / terrace, the inside of the downstairs storeroom, as well as the private parking place in the garage)

Art. 7 An owner is allowed to let his private section of the building to someone else, but only if this other person signs a statement that he will comply with all the Rules and Regulations of the Owners' Association. Two signed copies of this statement must be sent to the Administrator.

Art. 8 An owner or a tenant (from now on called the **occupant**) is only allowed to use his private sections of the building, respectively, for living there, for the storing of personal belongings, and for the parking of a car.

Art. 9 Only occasionally an occupant may be allowed to let another person make use of the occupant's parking-place in the garage, but he must always contact the Administrator before doing so. The occupant remains responsible for any damage caused by the user of the parking-place.

Art. 10 An occupant must not cause any damage or nuisance to the other occupants. Under all circumstances he remains responsible for any damage caused by him or any other person staying in his apartment.

ARTICLE 12: STRUCTURAL ALTERATIONS TO THE PRIVATE SECTIONS

Art. 12 Plans for any proposed structural alterations to the living quarters or storerooms must always be submitted by the owner for approval by the Supervisory Committee and the Administrator. Where appropriate, the plans will be submitted for approval to the General Assembly of Owners. If permission is given, binding conditions may be attached, for example for the delivery and removal of materials. The owner remains responsible for any damage incurred as a result of the structural alterations.

ARTICLE 13 - 15: THE OUTWARD APPEARANCE OF THE BUILDINGS AND THE SURROUNDING AREAS

Art. 13 Every occupant must take care that his apartment and terrace / balcony look well-maintained at all times.

Art. 14. Occupants are not allowed to make any changes to the appearance of the buildings. This means that it is not allowed to:

- a. change anything in the appearance of the terrace / balcony, with the exception of putting flower-containers on the inside of the terrace / balcony,
- b. put up projecting objects such as advertising signs or flagpoles,
- c. put up a dish antenna or an outdoor aerial in such a way that it can be seen from the outside,

- d. put up awnings, blinds, shutters and such like on the outside of the building, with the exception of the awnings over the terraces of the ground floor and the top floor, which must have the model and colour decided upon by the General Assembly of Owners,
- e. change the structure and the colour of the outside walls of the building, and/or the walls of the entrance hall, the corridors, and the staircases,
- f. change the colour of the outside of all doors, doorframes and windowframes,
- g. hang objects on the walls of the common sections of the building or from the ceilings of those sections,
- h. put furniture, objects, plant-containers, rugs and such like in the halls, corridors or staircases. (An exception to this might be made very occasionally, provided that all the other occupants of the building have given their permission in writing, and then only if the accessibility of the building is not in any way impeded),
- i. put up a name-plate other than the standard type.

Art. 15 Occupants are not allowed to change anything in the areas surrounding the buildings. Specifically they must not

- a. make any change in the existing plants, shrubs etc.,
- b. place garden furniture,
- c. put up bill-boards or any form of construction,
- d. use the areas for storage.

ARTICLE 16 - 22: AVOIDANCE OF NUISANCE

Art. 16.1 In the common sections of the buildings and in the areas surrounding the buildings it is not allowed to:

- a. deposit refuse of any kind,
- b. park bicycles, except in the garage, and, for a short time, on the steps near the entrance,
- c. engage in any activity that will cause pollution or any form of nuisance,
- d. use a barbecue,
- e. let off fireworks,
- f. hang out washing.

Art. 16.2 All the rules of Art. 16.1 a - e also apply to the terraces / balconies. It is allowed, however, to hang out washing on a terrace / balcony, as long as it cannot be seen from the road and from the other apartments.

Art. 17 Smoking is not allowed in the lift and in the garage.

Art. 18 It is not allowed to let children play in the common sections of the buildings and in the areas surrounding the buildings.

Art. 19 Pets may only be kept in the living quarters. If a pet should foul a common section of the building, the owner of the pet must clean it up immediately. The owner of the pet remains responsible for any damage incurred.

Art. 20.1 Between 11.00 PM and 8.00 AM the noise-level must be kept to a minimum.

Art. 20.2 Noisy activities such as drilling, carpentry, the cutting out of tiles, etc., are only allowed on working-days between 8.00 AM and 8.00 PM. These activities are not allowed at any time on Saturdays, Sundays, and public holidays.

Art. 22 Every occupant who wants to lay a 'hard' floorcovering (for instance parquet or paving tiles) in the living room, bedrooms and/or hall of his apartment, must install a heavy sound-damping layer under that floor-covering (complying with NEN 1070 of the 'Nederlands Normalisatie Instituut'). This floor-covering and sound-damping layer must not make direct contact with the walls.

ARTICLE 23 - 29: PREVENTION OF DAMAGE AND UNNECESSARY EXPENSE

- Art. 23.1 The General Assembly of Owners decides in general on the maintenance of the buildings and the installations. The Administrator decides on all daily matters of maintenance.
- Art. 23.2 Any problems or break-downs concerning the common sections or the installations, must be immediately reported to the Administrator or the contact-person of the building.
- Art. 23.3 If the lift is out of order, an occupant may directly contact the lift repair-service (KONE). In all other cases of problems or break-downs in the common sections, an occupant is not allowed to call a repair-service. Only the Administrator is authorized to contact the necessary repair-services.
- Art. 24 Occupants are not allowed to carry out any repairs to common sections or installations.
- Art. 25 All occupants must keep off the roof, unless they have permission from one of the members of the Supervisory Committee or from the Administrator.
- Art. 26.1 Occupants must not change anything in the central ventilation system.
- Art. 26.2 Occupants must clean the openings of the central ventilation system in the ceilings of their apartment on an annual basis as a minimum.
- Art. 26.3 It is not allowed to connect cooker hoods, tumble dryers, or such like to the central ventilation system.
- Art. 27.1 All parts of the apartments must be kept frost-free.
- Art. 27.2 The outside taps must not be used at all from the beginning of November until the end of March.
- Art. 28 It is not allowed to fasten objects to the floors with nails, screws, staples and such like, because pipes and wiring are laid into the floors.
- Art. 29 As the electricity in the downstairs storerooms is paid for by the Association, and not by private occupants, it is not allowed to use electrical appliances, for example a freezer, in those storerooms. Also, the occupant must take care that he turns off the light when leaving his storeroom.

ARTICLE 30 - 31: PARKING

- Art. 30.1 In the garage, any situation that might lead to a danger of explosion or fire, must be avoided. It is not allowed to park a car with an LPG-tank in the garage.
- Art. 30.2 Storage of motor-fuel is not allowed in any part of the building.
- Art. 30.3 Occupants must take care that their car doesn't leak oil or any other material onto the garage floor. Any oil or similar stains must be removed immediately.
- Art. 30.4 Parking in the garage is only allowed in the appropriate sections that are allocated to the respective apartments.
- Art. 30.5 Storage in the garage is not allowed, bicycles and garbage containers excepted.
- Art. 30.6 The outside garage doors must be kept closed as much as possible.

- The Administrator is:
SMIET VVE BEHEER
c/o Mr.Lyklema
Frederik Hendrikplein 33
2582 AX Den Haag
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- In 2003 the contact persons are:
for Badhuisweg 169: Mrs. Carp, 169-E
for Badhuisweg 171: Mr. Stolk, 171-F