

JOHN ROSS HOUSE.
BODY CORPORATE INDUCTION FOR RESIDENTS.

GUIDE LINES ON CONDUCT RULES

REMEMBER YOU ARE RESPONSIBLE FOR YOUR VISITORS BEHAVIOUR.

DAY VISITORS

Only 3 visitors per day per flat.

Times for visitors entry 0900hrs- 2000hrs (8 pm) Monday – Sunday. Visitors must vacate by 2200hrs (10pm) on day of entry, and visitors card must be returned to security.

If card is not returned by 2200hrs a fine is implemented. Visitors will not be allowed until fine is paid.

OVERNIGHT VISITORS.

Overnight visitors are not allowed if your flat has full capacity of residents. (See below)

Maximum time for overnights is 3 nights per week. Card must be returned by 10 am on 4th day failure to return the card imposes a fine. No visitors until fine is paid.

NOISE

Excessive noise will not be tolerated. This includes loud music from cars in parking area.

RUBBISH / LITTER.

All domestic rubbish must be placed in plastic bags then into the rubbish bins. These bins are located at the fire escapes on each floor. Also all litter (Chips pkts etc.) to be placed in bins, not lift floors.

ACCESS DISCS

Access discs cost R120 each. Each resident must have one.

They are for the resident use only. Do not lend your disc to anyone if you do, your disc will be confiscated your visitor escorted from the building immaterial of time and you will be liable for a fine for lending your disc plus a further fine for illegal visitor,

If you lose your disc inform the office immediately.

LIFTS

Lifts one and five are goods lifts and only these lifts are to be used for movement of furniture and other goods. A fee of R250 deposit plus admin fee of R50 has to be paid at the office before use of lift. Deposit is refunded after use and security have examined the lift and passages for damage. Any Damage is for the user account and is deducted from the deposit of R250. The R50 is not refundable...

FURNITURE

Furniture can only be moved into or out of JRH at – 9am- 1600hrs (4pm) Monday to Friday 9am – 1400hrs (2pm) Saturday and if the Sunday falls end of month, 9am - 12noon Sunday.

WINDOWS

Windows should be cleaned at least twice each month. There is NO CHARGE for this. All you have to do is book day and time. The programme for cleaning windows is 8am – 1400 hrs (2pm) Monday Thursday and Friday.

Throwing of rubbish and other things from your window will not be tolerated and could lead to eviction or a very heavy fine

PLAY AREA

Children are not allowed to play in the passages or the stairs. There is a playground on the 3rd floor this is the only area children are allowed to play.

SMOKING.

Smoking is not allowed anywhere on the common property.

BUSINESS

Businesses are not allowed to operate from anywhere at/on JRH residential area.

DRESS CODE

Please ensure that you wear the appropriate clothing when visiting the shops or other flats. Sleepwear like night dresses and pyjamas are not acceptable. You will be stopped by security.

DO NOT OVERCROWD YOUR FLAT

FOR YOUR GUIDANCE

Bachelor Flat = Two (2) Persons.

1 Bedroom Flat = Three (3) Persons.

2 Bedroom Flat = Five (5) Persons.

Remember children are Persons and are included in the number of persons above.

I have read the basic rules and understood them, and will comply with them.

SIGNED: _____ DATE: / /20