

OXFORD MEWS



CONDUCT RULES

Understanding Sectional Title Living will help you appreciate the rules and regulations associated with the implementation of these House Rules.

This booklet is designed to help you understand Sectional Title living as prescribed by the Sectional Titles Act of 1986 and familiarise everyone with the House Rules & Regulations. In Sectional Title living, Rules and Regulations are a necessity so that everyone can live happily and harmoniously within Oxford Mews (hereinafter referred to as 'the Complex'). Copies of the Body Corporate Rules, which are registered, can be obtained from the Managing Agent, Ballito Estates or from your Owner. **It is the responsibility of the Owner to ensure full compliance of the Rules and Regulations by their tenants and guests.**

USE OF THE COMPLEX

1. The maximum permitted occupancy per Flat is restricted to Two Adults per Bachelor Flat and Two Adults & One child in the 1 ½ bedroom Flats. This rule applies to visitors staying over. At any given time there are to be no more people in flats as per above rule.
2. Residential use, therefore, No form of business may be conducted on the premises.
3. It is the responsibility of the owners/tenants and their guest, to conduct themselves in a manner that will not cause inconvenience to other owners/tenants in the Complex.

4. The Body Corporate will not accept responsibility for loss , damage by fire, theft or any other cause, of any property or vehicle that are on the property at any time.

Common Property

1. Driveway, parking, stairwells and entrances must be kept clear, no personal belongings may be left or stored in these areas as they become an obstacle in case of an emergency. Passages and stairwells are solely for the purpose of gaining access to the Flats. This means that you may not sit, stand or work in any of these areas, as this is Common Property.
2. No owner/tenant shall cause or permit the hitting, striking, throwing or bouncing of ball or other objects, or riding within the confines of the Common Property.
3. No owner/tenant may allow his/her children to play in the Common Property or interfere with items that constitute Common Property. This means with plants, signs, fire-hoses, etc. and climbing of walls are strictly prohibited.
4. Parties, braais and functions are strictly prohibited on the Common Property, private parties within your flat are to observe all other rules and regulations of the Complex.

Noise

1. All owners/tenants and their guests, are requested to respect the privacy of other owners/tenants of the Complex.
2. All owners/tenants and their guest, must observe silence between 21h00 and 07h00 weekdays and on weekends between the hours of 14h30 and 17h00 and between 21h00 and 08h00, it is requested that all residents keep noise levels to an absolute minimum. All Body Corporates have similar rules to enable residents to have some "peace and quiet" on weekends.
3. It is the responsibility of the owners/tenants and their guests, to conduct themselves in a manner that will not cause inconvenience to other owners/tenants in the Complex.
4. No hooting, use buzzer or remote.
5. The Trustees and Chairman have the right to advise you if the noise is to be quietened down or ceased.

Security (Vehicle and Pedestrian Gate and Intercom)

In the best interest for you and your family's security, vehicle and household goods,

1. Please ensure gates close behind you, without unknown persons entering the premises.
2. Do not open gates to unknown persons.
3. Ensure your visitors close the pedestrian gate behind them.
4. Vehicle gate not to be used for pedestrians access, this just allows a vehicle to disappear out of the premises.
5. Do not move security lights, this is for your protection.
6. Lost remotes for the Main Gate will be at your expense. Purchase remote and to be programmed will cost R155.00. The call out fee is R450.00 and after hours fee is R900.00 payable on callout. The Body Corporate will not be responsible. The contact details for new remote and call out are on the gate motor. Owners are responsible in collecting their keys and remotes from your tenants when they vacate the premises.
7. Lost discs will be at your expense. The discs have to be ordered and reprogrammed
8. Intercom - internal repairs (handset) will at your expense
9. Speed limit within the premises is 10km/h.

Parking Bays

1. Each Flat has (Exclusive Use) one parking bay allocated to it. Therefore, more than one vehicle per flat will not be permitted on the property unless an arrangement has been made with another Flat owner to use their unused parking bay. Unless the owner has granted written permission, the practice of using a parking bay other than the one designated for a specific flat, is strictly prohibited. This arrangement must be notified in writing to the Managing Agent.
2. Therefore each flat is allocated with one remote for the Main Gate.
3. Parking of vehicles will only be permitted in the demarcated parking bays.
4. There are three visitor's parking bays at the bottom of the ramp. At no times are residents to use these parking bays. Only one

visitor's vehicle is allowed per flat, the balance park outside the premises.

5. The Body Corporate will not accept responsibility for loss , damage by fire, theft or any other cause, of any property or vehicle that are on the property at any time.
6. The parking of caravans, boats and trailers is not permitted within the confines of the Complex.
7. No owner/tenant shall carry out or permit to be carried out, any repair to any motor vehicle on the premises.
8. The washing of vehicles with the Fire Hose or garden hose is strictly forbidden.
9. The Trustees may cause to be removed or towed away at the risk and expense of the owner of the vehicle, any vehicle parked, and standing or abandoned on the Common Property.
10. No parking under the washing lines.
11. Parking area to be kept clean and free of oil drippings. This will be done for you and charged for your account if not adhered to.
12. No storage of any other items is allowed in the Exclusive Use area.

Fire Hoses

1. In terms of the Bylaws, the use of fire hoses and extinguishers, other than for fire-fighting purposes, is strictly prohibited.
2. The fire hoses may not be used to wash vehicles.

Refuse/Litter

1. All household refuse must be enclosed in a plastic bag and placed inside the bins provided in the allocated bin area. No refuse must be left in the passages.
2. No liquids are to be disposed into the bins.
3. All other household items are to be disposed of by the owner/tenant of the flat.
4. Refuse is collected by the municipality on Thursday mornings.
5. Private dustbins or cleaning products are not permitted to be left on the Common Property.
6. No litter, cigarette ends, packets, cartoons, cold drink cans, sweet papers, beer bottles/cans etc. to be thrown into or over the passage or into the gardens.

7. No household dirt to be swept into passages.

Laundry/Washing Lines

1. Washing for drying will only be permitted within the confines of the washing-line area, and not to be hung on any other part of the Common Property nor visible through the windows of the Flats.
2. Washing must be removed from the lines when dry, so that other residents may use the facility. Please adhere to this request as the lines are now at a premium at weekends.
3. Washing is NOT to be left on the washing lines overnight as this encourages thieves.
4. No carpets or mats shall be beaten, dusted or shaken through windows or over balconies.
5. Washing must be spun-dried or wrung out before hanging to avoid broken wash lines.
6. Washing hung out is the sole risk of the person so doing.

Domestic Staff/Cleaner

1. Owner/tenant who employs private domestic staff/cleaner is to inform them of the rules and regulations of the Complex. You are responsible for their actions.
2. No owner / tenant may utilise the services of the building cleaning service provider or give them instructions outside of their agreed contractual services

Inflammatory Material and Dangerous Goods

1. All forms of fireworks are prohibited from the Complex.
2. Storage of inflammable goods such as petrol in containers, paraffin or gas containers and any other substance likely to cause fire to property, is not allowed in the building or on Common Property which will increase the Body Corporate Insurance Policy.

Pets/Animals

1. No animals are permitted on the property. Animals, Reptiles and Birds.

Visitors/Guests

1. Visitors are the responsibility of the owner/tenant who is responsible for their behaviour and any damage that they may cause.
2. Owners/tenants will ensure that their visitors understand and obey the rules and regulations of the Complex.
3. Visitors parking, see "Parking" item no.4

Culture/ Religious Ceremonies

1. The holding of Religious or Cultural Ceremonies on the Common Property is not permitted.

Please note:

Oxford Mews has a diverse cultural and religious population within the confines of its walls. Communal living is not easy and we need to take cognisance of each other's beliefs and value systems in order to live harmoniously. For this reason we respectfully request that cultural and religious practices be prohibited on the premises.

Alterations

1. Permission for any alterations must be obtained from Trustees prior to commencing.
2. All alterations are to be conducted between Monday to Friday between 08h00 and 16h00 and Saturdays between 08h00 and 13h00. If possible leave a note in each post box or the notice board saying when you doing any alterations.

Burglar Bars

1. All burglar guards and security gates are to be maintained in state of good repair and clean condition.

Fines

Any owner or tenant in breach of these Conduct Rules will be fined R500 per breach. The fine will be debited to the levy account of the Unit Owner concerned.