

FLAT NUMBER :

NEDBANK CIRCLE BODY CORPORATE
577 MAHATMA GANDHI (POINT) ROAD
DURBAN, 4001

HOUSE RULES

A. PREAMBLE

1. The Nedbank Circle Body Corporate (hereinafter, with its successors in title and assigns, called "the Body Corporate") represents the owners of the Sectional Title building known as Nedbank Circle, 577 Mahatma Gandhi (Point) Road, Durban (hereinafter referred to as "the Building").
2. The Trustees of the Body Corporate have laid down the following rules for the convenience, comfort and well-being of all the occupants of the Building. These rules are to be observed and applied by owners, tenants and occupants of the flats and other areas of the Building.
3. Should any occupant of the Building fail to comply with these rules, and, should such person have been issued with no fewer than 2 (two) written warnings of any contravention from of any of the rules the Body Corporate or its authorized representative, within a 6 (six) month period, the Body Corporate is entitled to prohibit access to the Building by the guilty party.

B. OCCUPATION OF FLATS

1. The owner of any flat in the Building, by signature hereof, acknowledges and accepts that his tenant or person to whom occupation is to be given, has given the owner an undertaking in writing in favour of the Body Corporate, that such Lessee or person shall duly observe all the regulations contained in these rules.
2. The person or persons to whom occupation of any flat is granted by any owner, by signature hereof, acknowledges his acceptance of these rules, thereby undertaking to observe and abide to the regulations set herein.
3. The maximum number of occupants of the flats in the building is to be 4 (four) persons.

C. ANIMALS OR PETS

1. No animals or pets shall be kept or harboured in the Building. In no event shall animals be permitted in the elevators, or in any of the public or common areas of the Building.

D. VEHICLES

1. It is strictly forbidden to park any vehicle, caravan, boat or trailer in any bay other than the one allocated to a particular owner.
2. Motor vehicles of residents only, may be washed on the Property. Fire hoses or hosepipes are, under no circumstances, to be used for this purpose. Only buckets are to be used.
3. Access to the parking area is restricted to those vehicles which have been approved to park in the Building only. Such approved vehicles are to display any parking disc which may be required by the Building management as identification, in a prominent place (eg. on the windscreen) on the vehicle.

4. Drivers are to use extreme caution whilst leaving and entering the parking area and are to travel in the directions indicated by the arrows. A speed limit of 10kph is to be adhered to.

5. Vehicles are parked at the owner's risk and the Body Corporate, it's Managing Agent, or any other person or body acting on behalf of the Body Corporate shall not be liable for any damage or loss incurred to any vehicle parked on the Premises.

E. LAUNDRY

1. Towels, washing, linen, clothing, carpets or rugs may not be hung on the outside of the Building, apart from any place especially designated therefore.

F. SANITARY AND HEALTH

1. Kitchen and other refuse must be placed in suitable, sealed containers outside the lobby leading to the service lift on each floor before 7.30am – Mondays to Sundays – from where it will be collected.

2. Smoking and/or the consumption of alcohol in the lifts or any public or common area of the Building is strictly prohibited.

3. Carpets or mats shall not be shaken, dusted or beaten from the windows or in the corridors.

4. Occupants are to refrain from throwing objects of any kind from windows or corridors. This practice may cause serious injury to occupants, pedestrians and motor vehicles.

G. SILENCE

1. Silence must be maintained by all occupants and visitors between 14h00 and 16h00 on Sundays and daily between 20h00 and 7h00.

2. Radios, TV's, DVD players and musical instruments are to be used in such a manner so as not to create excessive noise and a nuisance to other residents of the Building.

3. No ball games, skate boards or cycling is permitted on the common property, especially in corridors, stairways, foyers, pool or parking areas.

4. Residents are to supervise their children, and the children of their visitors, to prevent damage being caused to the common property or property of other residents. In particular, children are not to interfere with the lifts, fire hoses, post boxes, electrical systems and any other appliance in the Building.

5. Hobbies and other activities which cause undue noise are not permitted.

H. SECURITY

1. Occupants are to obey the orders of the security personnel who have been appointed for the safety of all residents and visitors.

2. Prior to occupation of any flat, every occupant shall be required to provide the Managing Agents, or their authorized representative, with details and material for identification purposes. Such detail and material shall include, but not be restricted to:

- a) a certified copy of the occupant's Identity Document
- b) 2 (two) colour passport size photographs
- c) telephone or cellphone number
- d) next of kin details
- e) flat owner's details

3. It is recorded and accepted that consideration is being given to the installation of a biometric identification/security system: By signature of these rules, the occupants accept and agree to providing the Managing Agents or their authorized agents with finger prints or other details required for identification purposes for the effective installation of such a system.

1. BUSINESS ACTIVITIES

1. Flats are to be used for residential purposes only. No business profession or trade whatsoever may be conducted on any part of the common property, nor may any advertisements or publicity material be exhibited or displayed on such property.
2. No auctions or sales may be held in any part of the Building or on the common property without the permission of the Body Corporate or its authorized representatives having first been obtained.

J. MAINTENANCE

1. The owner of the flat shall at all times maintain his flat in a good and clean condition and shall be responsible for the interior maintenance, including any blockage of sewers, sanitaryware and connections, and repairs of whatsoever nature.
2. Alterations of any structural or any external cosmetic nature shall not be undertaken without the prior written consent of the Body Corporate.
3. Under no circumstances shall any additional air-conditioning units be permitted to be fitted or displayed on the outside of any part of the Building.
4. No fitting of any form of canopy whatsoever shall be permitted.
5. Windows must remain closed at all times.

K. SUNDRY

1. Occupants are not be permitted to place, store or let litter any of his possessions, goods or otherwise, in any entrance, passage, staircase or other part of the common property.
2. Occupants are not permitted to bring flammable or other dangerous materials or articles to be brought on to the common property or any part of the Building. No goods which may violate or invalidate any fire insurance policy held by the Body Corporate, or cause any insurance premium to increase, shall be stored in any part of the Building.
3. Occupants shall not use any fire extinguisher, fire hose, and any other fire fighting equipment in any part of the Building for any purpose other than fire fighting. In addition, under no circumstances, other than in the event of a fire or other emergency evacuation situation, shall the fire escapes be used for any purpose whatsoever.
4. Under no circumstances are any of the Body Corporate's, the Managing Agent's or any representative of the Body Corporate's staff, be called upon or used by any owner or occupant of Building to conduct any private business or errand of any nature whatsoever.
5. To facilitate access to individual units in the event of any emergency owners/tenants are requested, in their own interests, to lodge a spare front door key, or keys, with the Managing Agents.

6. All complaints are to be addressed to the Managing Agents, namely Corpro, P O Box 701344, Overport, 4067. Tel. 031-202 9310 Fax 031-202 9319 e-mail admin@corpro.co.za.

SIGNED AT _____ ON THIS _____ DAY OF _____ 20____

As Witnesses :

1.
 Name :
 I.D. No :
 Capacity : Owner / Tenant

2.
 I.D. No :
 Capacity : Owner / Tenant

As Witnesses :

1.
 Name :
 I.D. No :
 Capacity : Owner / Tenant

2.
 I.D. No :
 Capacity : Owner / Tenant

As Witnesses :

1.
 Name :
 I.D. No :
 Capacity : Owner / Tenant

2.
 I.D. No :
 Capacity : Owner / Tenant

As Witnesses :

1.
 Name :
 I.D. No :
 Capacity : Owner / Tenant

2.
 I.D. No :
 Capacity : Owner / Tenant

As Witnesses :

1.
 Name :
 I.D. No :
 Capacity : Owner / Tenant

2.
 I.D. No :
 Capacity : Owner / Tenant

ANNEXURE A

TENANT DETAILS

FLAT No. :

TENANT 1 :

Surname :

First Names :

ID / Passport No. :

Postal Address :

:

:

Cellphone No. : Alternative Contact No. :

Next of Kin : Relationship :

Next of Kin Contact No. :

TENANT 2 :

Surname :

First Names :

ID / Passport No. :

Postal Address :

:

:

Cellphone No. : Alternative Contact No. :

Next of Kin : Relationship :

Next of Kin Contact No. :

TENANT 3 :

Surname :

First Names :

ID / Passport No. :

Postal Address :

:

:

Cellphone No. : Alternative Contact No. :

Next of Kin : Relationship :

Next of Kin Contact No. :

TENANT 4 :

Surname :

First Names :

ID / Passport No. :

Postal Address :

:

:

Cellphone No. : Alternative Contact No. :

Next of Kin : Relationship :

Next of Kin Contact No. :

ANNEXURE B

OWNER DETAILS

FLAT No. :

Surname :

First Names :

ID / Passport No. :

Postal Address :

:

:

Home Tel. No. :

Bus Tel No. :

Cellphone No. :

E-mail Address :