

# ARNHEM

## HOUSE RULES & OTHER REGULATIONS

*(Extract from Conduct Rules, schedule 2 section 27 (2)  
(a) (ii) of Sectional Title Act No. 66 of 1971)*

**11.11.2004**

**PLEASE NOTE**

**THIS ISSUE OF "ARNHEM'S HOUSE RULES & OTHER REGULATIONS"  
REPLACES ALL PREVIOUS EDITIONS**

A handwritten signature in black ink, appearing to be 'R. H. H.', located in the bottom right corner of the page.

# R U L E S

## 1.(A) PROBLEMS OF A SERIOUS NATURE :

Only written complaints/problems/recommendations will be investigated. Owners to address these to the Chairman of the Arnhem Body Corporate and place in the Chairman's letter box in the foyer. No verbal complaints to be lodged with individual board members.

## 1 (B) LEVY & ELECTRICITY ACCOUNTS.

Levy and electricity accounts are due on the 1<sup>st</sup> day of each month in Arnhem's account at ABSA Milnerton branch. (Account no.: 405 209 7697). Any levy due to the Body Corporate after the 7<sup>th</sup> day of each month will incur a R50,00 penalty to cover administration expenses. Any outstanding money due to the body corporate will attract interest of 2,5% per month or part thereof.

**Electricity :** Owners are responsible for the monthly payment of electricity accounts by their tenants.

### 1. SERVICE FEES :

**Lifts :**All occupants of Arnhem using the lift for building operations/removal of rubble/moving of furniture, etc., must apply to the Board of Trustees at least forty-eight hours before the move, in order for protective material to be fitted in the service lift. Each owner shall be liable to pay a service fee of R150 for the use of the goods lift in the building for the purpose of conveying household furniture and effects upon his or any of his tenants taking occupation or leaving a unit in the building. Such service fee shall be charged to his/her levy account upon the rendering of such account. Non payment of such account will be regarded as an arrear levy.

The above also applies to housemates entering or leaving Arnhem when staying with a resident.

These costs also apply to short-term tenants moving into furnished flats.

Permanent residents are entitled to move household goods for repairs/new purchases/servicing on condition that the Board of Trustees are informed at least twenty four hours before such move, in order for the curtains to be hung in the service lift. Should a resident fail to observe this rule, the full R150 charged for a move, will be levied.



**2. PETS :**

No pets of any kind will be allowed without the prior written permission of the Board of Trustees. The occupier of the unit will be responsible for the behaviour of such pets and for the disposal of the excretion thereof from the property and all exclusive areas. In accordance with Health Regulations, a bin marked for the exclusive use to deposit pets' litter will be placed on the premises and pet owners are requested to deposit the litter, tied in a plastic bag, therein. Pets' litter may not be placed in the receptacles for household refuse on the landings. Permission may be withdrawn should a pet be a nuisance to neighbours or should they roam on the common property.

**3. HYGIENE :**

- \* Household refuse: In accordance with Health regulations, household refuse must be placed in the Otto bins on the stairway landing in sealed plastic bags. Occupants must ensure that prior to the refuse being placed in the receptacle; tins or other containers must be completely drained.
- \* No cigarette butts or any other items may be thrown out of windows or over balconies.
- No feeding of pigeons, seagulls, etc. is permitted on the common property as droppings cause soiling of vehicles and property.

**4. CURTAINS/BLINDS :**

- (a) All curtains, linings and blinds visible from the outside must be in white, cream or light beige and must be properly fitted.
- (b) Any sunscreen filter film applied to windows must be only in silver.

**5. LIFTS :**

- \* No smoking is allowed in the lifts/foyer/landings or stairs.
- \* Misuse of lift buttons is strictly prohibited.
- \* Children under age 9 must be accompanied by an adult when using the lift.
  - It is strictly prohibited to place items at the lift doors in order to keep them open.
  - No moves are to be undertaken on weekends or public holidays as there is no staff on duty at these hours. However, should the last day of the month fall on a weekend or public holiday, the owner/letting agent must advise the board of trustees well ahead of time.



**6. CHILDREN :**

- \* Children are not allowed to play in the lifts, on stairs, landings or in the foyer.
- \* Roller skates, skateboards, scooters, etc. are prohibited on the staircases and on the landings, foyer and front entrance.
- Children may not play near the security gates or any other area which could constitute a danger to them.
- All children under the age of 9 years, playing on the common property must be supervised by either their parents or an adult.

**7. ROOF, BALCONIES AND LANDINGS :**

No unauthorised persons are allowed on the roof of the building.  
Nobody may sit on the walls of balconies or landings.

**8. PARKING :**

- \*Parking at the back entrance: Only emergency vehicles and loading and offloading of household effects. Vehicle unattended may not park for longer than 20 minutes.
- \*No owner or occupier shall park or stand any vehicle on the parking bays designated for visitors only. Residents may park in visitor's parking bays for thirty minutes only in order to load or offload.
- \* Should a resident receive visitors who will stay for more than twenty four hours, the Board of Trustees must be approached to grant permission to use a visitor's parking bay.
- \* Parking areas must only be utilized for the parking of licensed motor vehicles.
- \* Vehicles to be parked in allocated parking bay or owner's garage.
- \* Any vehicle illegally parked/found abandoned on the common property will be towed away at the owner's risk and expense or fined, according to the discretion of the board of trustees.

**9. VEHICLES :**

Garage doors should be kept closed unless the resident is inside.  
Oil leaks from vehicles and resultant damage to surface of Arnhem's parking area and driveway will have to be made good by the owner.



#### 14. SECURITY AT ARNHEM :

- i. Hawking/job seeking/strangers with collection lists are strictly prohibited.
- ii. Visitors calling from the entrance must identify themselves.
- iii. No entry to strangers may be given and admission to visitors on behalf of other residents is not allowed.
- iv. Should a resident become aware of any strangers loitering within the building or on the premises, please contact the Milnerton Police Services
- v. A trustee or neighbour to be advised of intended leave of absence and a contact number to be left in case of emergency.
- vi. All burglaries to be reported to Milnerton Police Services.
- vii. Should a resident feel threatened in any way please contact the Chairman.

#### b. ACTIONS.

An owner or occupier of a section shall not commit or permit any act on the property that voids any insurance effected by the Board of Trustees or cause the premium rate of insurance to be increased.

#### 15. USE OF A SECTION .

Attention of residents is drawn to the Conduct Rules 6.6 of the Sectional Title Act No. 66 of 1971:

“.....nor shall same be used for any professional or business purpose whatsoever.”

A section may not be used or permitted to be used for any other purpose as that of residential. Applications for a section to be used for any other purpose must be submitted and written permission of all the owners obtained.

No resident will use his section or permit it to be used in such a manner or for such purpose as shall cause a nuisance to any occupier of a section.

To notify the Body Corporate forthwith of any change of ownership or his/her section and of any mortgage or dealing in connection with his section.

Every individual owner is responsible for the control of pests such as mice, cockroaches, etc. within his unit.



**16. Attention is also drawn to Conduct Rules 69.3 of Arnhem Body Corporate :**

Residents will not allow any domestic servant to reside in any section or part thereof, notwithstanding any reference to servant's room or any sectional plan or building plan.

**17.** A written warning will be issued by the Managing Agent to an owner/letting agent who is in breach of these house rules. Should the owner/letting agent still be in breach of the rules after receiving the warning, a penalty of up to R150,00 will be levied to defray administration costs.

**18.** The board of trustees must be notified of any change in ownership and dealings with regard to their unit. A form to be completed is obtainable from OSRO Managing Agent. This includes the rental of units and housemates sharing accommodation.



**19. BUILDING ALTERATIONS:**

A copy of the plans indicating details of the proposed alterations is to be presented to the Board of trustees of the Body Corporate of Arnhem for their approval, prior to the commencement of work. Approval from the local authority must be simultaneously obtained.

  
.....  
J. V. MEGAN - CHAIRMAN

DATE: NOVEMBER 2004

CORNELIUS JOHANNES VAN ROOYEN BETHA  
DIETER HERBERT MARJAAS

  
95.01.2005.  


8 March 2006

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**CIRCULAR TO ALL OWNERS - ARNHEM  
PARKING AND PARKING ON VISITORS PARKING BAYS**

With reference to Arnhem's House Rules and other Regulations dated 11 November 2004 the trustees would like to bring the following to your attention.

**Rule 8 Parking: Page 3**

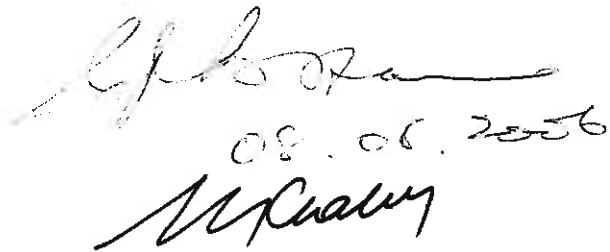
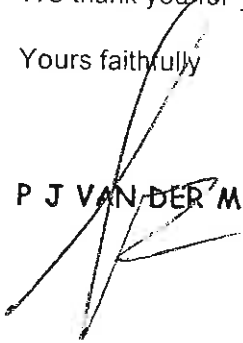
"Vehicles to be parked in allocated parking bays or owner's garage. Any vehicle illegally parked/found abandoned on the common property will be towed away at the owner's risk and expense or fined, according to the discretion of the Board of Trustees

The 18 demarcated visitors parking bays are for the sole use of visitors. Visitors are defined as non-residents staying over for shorter or longer periods and not those staying over on a permanent basis. Should residents park their vehicles overnight on the visitors parking bays they would be notified and a parking fee of R50-00 per transgression will be levied on the owner's levy account. Vehicles for which you do not have parking space must be parked outside the complex in order to avoid this parking levy.

We thank you for your co-operation.

Yours faithfully

P J VAN DER MERWE



08.06.2006  
M. Kruger



8 March 2006

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**CIRCULAR TO ALL OWNERS - ARNHEM  
 OCCUPANCY OF FLAT AND PARKING**

It has come to the attention of your trustees that the occupancy of the respective flats are extended beyond their maximum capacity. This obviously puts an additional load on the services such as water and sewerage which forms part of the levies. It goes without saying that any overcrowding will have a detrimental effect on the finishes of any flat. The over stretching of services results in your co-owners, some of whom under utilize these services are subsidizing those where overcrowding occur. In order to normalise the matter the trustees have laid down the following guidelines for occupancy in different types of flats ie:

Bachelor	2 Adults <b>or</b> 1 Adult plus 1 child
1 Bedroom	2 Adults plus 1 child <b>or</b> 1 Adult plus 2 children
2 Bedrooms	4 Adults <b>or</b> 2 Adults plus 2 children

These guidelines will eventually become rule and you are hereby informed to familiarize yourself with it. As soon as overcrowding occur an additional levy will be raised on the owner.

Parking bays allocated per flat will be the only parking that may be used by the respective residents.

We thank you for your co-operation in this regard.

Yours faithfully

**P J VAN DER MERWE**

On behalf of the Trustees of Arnhem Body Corporate

*Ref. Boston*  
*08.03.2006*  
*M. Chaur*