

# House Rules

Living together in THE FIZZ requires special mutual consideration on the part of residents. Annoyance and disturbance by co-residents must be avoided. The Lessee agrees to maintain peace and quiet in the building and to show mutual consideration for other residents. Mutual consideration, tolerance and a willingness to jointly manage conflicts are all essential prerequisites for living together in THE FIZZ.

## 1. Living in THE FIZZ

- 1.1 Persons may only live in the building on the basis of a valid lease agreement. This also applies to the use of all communal areas and the underground car park. Friends and acquaintances are welcome to visit. The Lessee must notify the house manager in advance if a friend or acquaintance will be staying the night.
- 1.2 The conclusion of a lease agreement for a THE FIZZ student residence building requires prior proof of matriculation.
- 1.3 The Lessee agrees to take out liability insurance with sufficient cover from a German insurance company for the living area leased by him or her. When moving in, the Lessee must present and provide the Lessor with a copy of the insurance policy. The Lessor also advises the Lessee to take out household insurance.
- 1.4 The Lessee agrees to open a German bank account and provide the Lessor with a SEPA direct debit authorization for the collection of rent due.
- 1.5 The Lessor or its designated agent may enter the leased premises following prior arrangement or posted notice. In the event of imminent danger, access is permitted at any time and must be granted.

## 2. Use of the leased living area.

The leased premises entrusted to the Lessee for use must be treated with care and protected from damage. Among others, the following rules apply in this connection:

- 2.1 Furnishings may not be removed or installed in the leased premises without the consent of the Lessor. If the owner gave permission to install the Lessee's own furniture or other fixtures, all such items must be removed from the building no later than on the expiration of the lease term. If the Lessee fails to fulfill this obligation, the owner will remove such items at the expense of the Lessee.
- 2.2 The Lessee must immediately notify the house manager of necessary repairs and defects.
- 2.3 Tenants must keep rooms sufficiently neat to enable visitors to be shown around at any time.
- 2.4 Technical equipment in the leased premises must be used in accordance with the operating instructions issued during move-in.
- 2.5 Damage to furnishings in rooms must be immediately reported to the house manager.
- 2.6 The installation of lock cylinders not issued by the building is prohibited.
- 2.7 Posters, stickers etc. may not be affixed to room doors.
- 2.8 Carpets may not be glued or nailed to the floor.
- 2.9 Tenants are prohibited from placing signs, photos and stickers, banners, labels, etc. on the walls/ceilings in the leased residential unit.
- 2.10 Floors, windows, doors and co-leased furnishings may only be cleaned using commercial cleaners suitable for this purpose. Natural woods must be regularly treated with the appropriate polishes. Care instructions must be observed.
- 2.11 No objects/food remains which could cause blockages may be thrown into the toilet or other drains. Discharge siphons must be maintained in usable condition at the Lessee's expense.
- 2.12 The use of caustic pipe cleaners is prohibited due to resulting acute danger to drainage pipes.
- 2.13 Washing or drying laundry in the rooms is not permitted.
- 2.14 During storms or when absent, doors and windows must be kept securely locked.
- 2.15 The Lessee is liable for damage caused by negligence.
- 2.16 The Lessee must immediately file a report with the house manager if vermin or pests are detected in the leased premises. Undue delay or failure to file a report shall result in the loss of the Lessee's potential claims against the Lessor.
- 2.17 Installing and operating additional household appliances such as hotplates, washing machines, dishwashing machines, electric clothes dryers, cooling appliances and electric heaters of any type is prohibited.
- 2.18 Clothing, suits and similar items may not be hung in front of or out of windows. Liquids, refuse etc. may not be emptied and/or thrown from windows or the balcony into the courtyard, the yard, onto the roof or into the roof gutters.
- 2.19 The balcony may be used solely in the normal manner. The storage of refuse, junk etc. and use as a storage area is not permitted.
- 2.20 Barbecues are not permitted on the balcony.
- 2.21 Carpets, bedding, blankets, upholstered furniture and similar items may not be cleaned in the stairwell, from windows or on the balcony.
- 2.22 The Lessee is liable for the completeness and intact condition of the room furnishings.
- 2.23 Structural modifications to the room, the building or the furnishings are not permitted, even on a minor scale.
- 2.24 Personal property and valuables must be kept securely locked away.
- 2.25 The Lessee shall bear the cost of replacing light bulbs and fluorescent tubes. When moving out, all light bulbs and fluorescent tubes must be returned in the same wattage and be in usable condition.
- 2.26 Water, electricity, hot water and heating systems should be used economically. In the event of extended absences, the Lessee must turn down the heat and keep windows closed.
- 2.27 The Lessee must ensure adequate ventilation. During hot weather, this can be suitably accomplished by a full airing several times a day to change the air. Continuously tilting the window sash causes significant energy loss, which should be avoided.

2.28 Subletting and/or handing the leased living area over to third parties by the Lessee is prohibited.

### 3. Use of communal facilities in THE FIZZ

Communally accessible building facilities must be treated with care during use, and damage should be avoided. The Lessee is therefore obliged to observe the following:

- 3.1. The Lessee must take care to avoid unnecessary consumption of water and electricity in communal areas of the building. The Lessee must also prevent unauthorized use of building facilities.
- 3.2. Communal rooms must be cleaned immediately following their use. This also applies to technical equipment which has been provided in the communal facilities.  
Refrigerators must be cleaned regularly and defrosted at least once every 4 weeks. Stoves (including ovens), washing machines and dryers in the central laundry room must be cleaned immediately after use (remove spilled detergent!).
- 3.3. Sweepings and trash may only be emptied into the trash cans or trash chute provided for this purpose. Official regulations on trash separation (organic waste, residual waste, waste paper bins, etc.) must be obeyed. Bulky or highly flammable waste must be disposed of by other means.
- 3.4. Tenants are prohibited from placing signs, photos and stickers, banners, labels, etc. on the walls/ceilings in all communal areas.
- 3.5. The Lessee is liable for all damage caused by himself or herself in all publicly accessible areas of the building.
- 3.6. The house manager will place the respective room numbers on the mailboxes in the building. For reasons of data protection and to maintain the uniform appearance of THE FIZZ, the attachment of name plates is not permitted.
- 3.7. Installation of outdoor antennas and satellite systems is not allowed. Drilling holes in the walls, ceiling and balcony is strictly prohibited since some utility lines are embedded in the concrete and the Lessee does not know their location. The lines could easily be damaged. The Lessee must reimburse the owner for any costs incurred in connection with the unlawful drilling of holes, in particular in the building wiring.
- 3.8. Structural and technical modifications, as well as work which impacts on security and utility services (e.g. locking systems, gas, water and sanitary facilities, electrical network) are not permitted. All electrical devices used by the Lessee must bear the EU's CE conformity marking.
- 3.9. Communal spaces and study rooms may only be used for parties and celebrations after prior consultation with the house managers.
- 3.10. Floor hallways and emergency exits may not be used for parties or celebrations.
- 3.11. Bicycles may not be parked in living areas and/or on the balconies. If provided, a special storage area for bicycles and baby strollers must be used. In addition, bicycles may not be parked in the courtyard.

### 4. Consideration & nighttime quiet

- 4.1 Residents in our THE FIZZ student residence should have the opportunity to study and do their academic work undisturbed. Living together in THE FIZZ requires special consideration to be exercised. Disturbing other residents is prohibited. Noise such as loud music, slamming doors, etc. should be avoided. Televisions and radios should be set to moderate volume. Noisy shoes, e.g. clogs, must be used with great consideration.
- 4.2 Silence must be observed in the living area from 10pm to 7am.
- 4.3 Nighttime quiet is in effect from 10pm to 7 am in communal rooms. Designated communal areas may still be used between 10pm and 12 midnight at moderate noise levels provided no other residents are disturbed. The house manager will inform the Lessee which communal rooms fall under this exemption.

### 5. Fire prevention

- 5.1 Fire safety in the building is an important requirement. After moving in, the Lessee shall acquaint himself or herself with fire safety precautions, emergency exits and alarm systems and to act in a manner that prevents fires.
- 5.2 Fire safety equipment must not be damaged or limited in terms of its function.
- 5.3 Misuse of fire extinguishers is prohibited.
- 5.4 Bicycles, baby strollers, scooters, beer crates and other items may not be placed in the hallways, stairwells or in the forecourts of the apartment.

### 6. Storage

- 6.1 Communal areas on the site and in the building should be kept clear of private storage items. This applies in particular to corridors, stairwells, restrooms, kitchens, TV rooms, balconies, as well as to the open spaces of the residence.
- 6.2 Highly flammable, harmful, hazardous or foul smelling materials/substances may not be kept on the site or in the building.

### 7. Vehicles / cars / motorcycles / parking spaces

- 7.1 The Lessee shall only be entitled to use the assigned parking space if he/she has a lease agreement. In order to prepare the lease agreement and for security reasons, the Lessee is obliged to disclose the official registration number to the Lessor.
- 7.2 Bicycles may not be parked inside living areas, corridors or stairwells. Bicycles must be parked in the dedicated area/parking space.
- 7.3 Motorcycles, scooters, mopeds and cars must be parked in rented parking spaces or in a garage.
- 7.4 For reasons of traffic and fire safety, access to parking areas and accesses used by fire department vehicles must be kept clear.

- 7.5 The Lessor is responsible for keeping parking spaces, access to buildings and sidewalks free of snow and ice.
- 7.6 The German Road Traffic Act (StVO) is in force across the whole residential site. Signs must be observed. Every road user must conduct himself or herself in a manner which avoids endangering or obstructing others.
- 7.7 If certificates or stickers are issued which authorize individuals to park, they must be affixed to the car.
- 7.8 Parking spaces may only be used for motor vehicles which are operational and registered with the police.
- 7.9 Vehicles may not be parked outside of marked parking spaces, and unauthorized parking in parking spaces is not permitted. Vehicles parked nonetheless will be removed at the expense of the owner.
- 7.10 The lessee of a car parking space agrees to open a German bank account and provide the Lessor with a SEPA direct debit authorization for the collection of rent due.
- 7.11 The Lessor assumes no liability for the safety of vehicles.
- 7.12 Parking spaces may not be sublet and/or transferred to third parties by the Lessee.
- 7.13 Motor vehicles with a valid lease agreement for a car parking space may be parked solely in the designated parking areas. Violations of this regulation – in particular where such violations block access for delivery, waste disposal or emergency vehicles – shall result in the vehicles being towed away at the owner's expense. The associated costs shall be borne by the vehicle owner/Lessee.
8. Radio & TV
- 8.1 Standard connection cable shall be used for radio and television sockets. Manipulation of connector sockets is prohibited.
- 8.2 The Lessee is responsible for registering television and radio equipment.
9. Posted notices / Information / FIZZY FIZZ Facebook
- 9.1 Publicly posted THE FIZZ notices on FIZZ Boards which have been provided for this purpose are binding.
- 9.2 Information for THE FIZZ lessees can also be found on the FIZZ Board. In addition, all information and THE FIZZ news will be communicated to the community in the closed Facebook group "FizzyFizz".
- 9.3 The Lessee will be given access to the closed Facebook community by the house manager.
10. Security
- 10.1 For security reasons, the main door to the building and the door to the floor/door to the apartment and all means of access to the entire property must be kept locked at all times.
- 10.2 Door keys/PACO access tokens must be kept in a safe location. In the event of loss, the house manager must be notified immediately. The Lessee shall bear the cost of replacement.
- 10.3 If the key/PACO access token is lost, the Lessor shall be entitled to replace the lock at the Lessee's expense. The Lessor shall not be liable if a key/PACO access token to the leased premises is used by unauthorized persons.
- 10.4 The lock installed by the Lessor may not be replaced.
- 10.5 Outside doors must always be kept closed.
11. Lessor's right of access
- 11.1 The Lessor or its designated agent may enter the leased premises following prior arrangement or posted notice.
- 11.2 In the event of imminent danger, access is permitted at any time and must be granted.
12. Smoking ban throughout the building, i.e. smoking is strictly forbidden in the apartment and the communal areas.