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# House rules - Department 2

# A positive environment creates welfare

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## Why house rules?

House rules are a set of rules, decided by the residents of your department. 'The house rules' is about how to avoid bothering our neighbors unnecessarily. As a resident it is completely natural, and in everyone's interest, to show respect for one's neighbors. As a resident it is you who is responsible for the behavior of your guests both in your home and in the department areas. Not everything can be included in 'the house rules'. Although everything isn't written down, your common sense will tell you where the boundaries lies.

## Consideration, respect and conversation

Conversation, consideration and respect works much better on the welfare between us than a lot of rules. Therefore, it is important that we talk to each other. If a neighbor bothers you, it is best that you talk to that person instead of writing a complaint right away. If you are having troubles starting the conversation, you can always seek help from Vivabolig's resident counselors. You can find the contact information on the resident counselors on [www.vivabolig.dk](http://www.vivabolig.dk).

## Changes

It is only possible to make and adopt changes in 'the house rules' at the department meeting or by a ballot. Proposals for changes may come from the department board or the residents, who must submit a written proposal within the deadline before the department meeting. Once 'the house rules' has been approved, it applies to all residents of the department and is a part of the rental agreement between you and Vivabolig. The last adopted rules are the ones that applies, no matter when you have moved to the department. Therefore, we recommend that you read and save 'the house rules' and keep being updated on changes in 'the house rules', 'the right of disposal' and 'the maintenance rules'.

## Resident democracy

We hope that you will take an active share in the resident democracy and contribute to our community. Together we can create the right setting and opportunities for our department. You can attend the department meeting, activities or contact the department board, if you want to be a part of a committee, have ideas or want to start up activities.

## General advice

We advise you to take out a contents insurance, as the department's insurance does not cover your personal belongings in case of e.g. fire and water damage.

Always keep stairways, elevators, basements and other common areas clean of your personal belongings, as these works as escape routes.

To avoid moisture condensation and mold it is important that you effectively open your windows and doors a couple of times a day e.g. 5 to 10 minutes. Especially after bathing.

# The house rules

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## Noise

You must show consideration for your neighbors when you listen to music, are watching tv or use any kind of machines.

Yelling and other noisy behavior must be avoided – also on stairs and elsewhere, where it may bother other residents.

It is expected that you take special considerations from 20.00pm to 08.00am on week days and from 22.00pm to 09.00am at weekends (Friday to Sunday). Should you have a party, it is a good idea to inform your neighbors in advance.

## Pets

The residents in your department has decided that pets are not allowed, as well as snakes, reptiles and spiders.

You are allowed to have a dog on visit for a maximum of 21 days. Dog on visit must be registered at the estate office in advance and must not be walked in the department area.

## Waste

You must deliver your waste according to the instructions from the local authority about waste disposal.

It is important that you close the waste bag properly to reduce odor and wastage. Bottles, glasses etc. must be delivered in the respective underground containers.

In the department you can find containers meant for bulky waste. This means no food, chemicals, paint residues, electronics etc.

If you are unsure about how to get rid of your different kinds of wastes like paint residues, electronics, chemicals etc. please contact the estate office.

If you lose any waste on stairways, basement, sidewalk or other common areas, you must clean it up right away.

## Common areas

For playing, ball games and other outdoor activities you must always use the areas that's intended for it and show respect for the common facilities.

It is an advantage if we all agree to keep an eye on play equipment etc.

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## Satellite dish and signposting

You may install satellite dishes, signs for advertising or the like, when you have Vivaboligs written permission and directions for placement.

## Grilling

Smoke from the grill and other sources can be very uncomfortable for the neighbors.

Therefore, use of coal and wood is not permitted on the balconies. Instead, we refer to the common areas.

Grill that uses gas or electricity is permitted on the balconies. These types are not considered sources to smoke nuisance.

## Other things

Other stickers than “Ingen reklamer, tak”, “Nabohjælp” etc. are not allowed on the door or mailbox.

To avoid rats and other pests you must not feed birds or other wild living animals on the department areas, neither on or from your balcony.

For parking your bike, moped, baby carriage etc. use only the outer basement stairway.

For security reasons, the main doorways must always be locked.

Driving or parking on fire access roads, tiles, sidewalks and green areas is not permitted, except for Vivabolig's employees. When you are moving in or out you may be granted special permission if you contact the estate office.

## Remember

It is much easier to treat others, as you would like to be treated. If you sense that other residents do not know or understand the house rules, you can help by explaining the rules to them.

Like this, we can all have a nice place to live.

Best regards  
The department board

Decided at the department meeting 23. May 2018