

Extract of our Housing Rules...

HOUSING RULES AND REGULATIONS FOR TENANTS

of Vereinigte Leipziger Wohnungsgenossenschaft e.G.
Effective from 1st June 1992

These rules outline the basics for keeping this residential complex a clean, decent and safe place. Rights and obligations of inhabitants and the housing cooperative are stated in the constitution and the contracts. The housing rules are an addition to the contract and are therefore binding for all residents.

1. Ventilation

In all seasons, each room may be ventilated adequately by opening the window. However, cooling down neighboring apartments by keeping windows open for too long is to be avoided, especially during winter. Opening the apartment's door for ventilation purposes is not allowed.

2. Laundry

Tenants should not use the laundry facilities for more than 3 consecutive days. Laundry is to be hanged on washing lines only. These may be found in the courtyards or in laundry rooms. Laundry that is dripping must not be hung in the attic. Laundry drying rooms should be locked and kept clean at all times.

3. Tidiness and Safety

For safety and insurance reasons, all entrance doors as well as all doors leading to the premises and the residential complexes must be kept closed between 8 p.m. and 6 a.m. In autumn and winter doors must be kept closed upon nightfall. Basement and attic doors are to be locked at all times. Hallways, stairways, corridors and ways leading to the backsides of houses are exit routes. Therefore, placing shelves, shoe cabinets, any kind of vehicles (such as bikes, motorbikes and baby carriages) in these exits is prohibited.

Parking vehicles within the residential complex or in the basement corridors is prohibited.

The storage of inflammable or malodorous goods in the basement or attic is prohibited.

For the sake of order, cleanliness and safety, placing items or goods is not allowed in: stairways, corridors, attics for drying laundry, basement corridors, and the entrance area leading to the attic. Bikes, baby carriages or handcarts may only be placed in basement corridors if other residents agree. You may not cause any endangerments or barriers for you or other tenants. Barbecuing on the balcony or loggia is forbidden, as well as in all places bordering the residential building.

4. Cleaning

Keeping and cleaning stairways are the obligation of all tenants. If there is no subcontracted company, tenants are to clean the stairways. This is to be done once a week by one tenant party. The following week, the responsibility for cleaning will fall upon another tenant party.

Damaging or soiling walls, ceilings or doors while carrying furniture, bikes, or baby carriages in the stairways is to be avoided.

Only household rubbish is to be put in the residential complex' rubbish bins. Renewable rubbish, such as paper, glassware, plastics, etc. is to be put into refuse bins of the sanitation department. Avoid overfilling these bins. Stop depositing refuse if the lid cannot be closed. Place all rubbish into one bin until it is full. Then place rubbish in the next bin.

5. Noise Protection

Abstain from disturbing your neighbors by making noises that exceed the usual intensity. Noise intensive work, such as drilling or chiseling, is only to be done in the following periods:

Monday – Friday: 8 a.m. – noon; 3 p.m. – 6 p.m.

Saturday: 9 a.m. – noon

Avoid noise intensive work on Sundays and official holidays. Using technical devices, such as household appliances or consumer electronic, is allowed only in the apartment and must not cause noises louder than the usual household noise level.

6. Facility Manager

Grounds keeping are under the responsibility of the facility manager obligation. He is to keep clean the backside areas, green spaces, playgrounds, dustbin space, and the street.

7. Keeping Pets

Keeping pets is allowed only if neighbors are not disturbed and joint property is not damaged. Dogs are to be walked on a leash within the residential complex. Keep dogs away from playgrounds, playing fields and green spaces.

Disregarding rules or well-founded complaints by neighbors may result in the prohibition of your right to keep pets.

8. Playgrounds

Parents or legal guardians are to instruct their children about the adequate use of playing and sports devices in the residential complex. This instruction must include information on how to avoid accidents.

Playing in stairways, corridors, basements and attics is not allowed. Parents are held accountable for their child's disruption of neighbors or other residents, especially during midday.

9. Attic Storage Rooms

Attic storage rooms, which belong to the rental space of each tenant, are to be kept in a tidy and clean condition. Cleaning has to be done on a regular basis. Placing numerous bulky items there is not allowed.

10. Basement Storage Rooms

Basement storage rooms must be ventilated adequately, but only to a limited extend during winter. Please be aware of fire protection regulations concerning basements and attics.

11. Sanitation

Keep toilets, bathrooms and plug holes clean. Avoid blocked drains. Do not throw rubbish, kitchen waste, bulky items, viscous, or barely-soluble liquids into toilets or sinks.

12. Stoves, Gas and Electric Household Appliances

Please be sure to use and heat the following in a responsible manner: coal-burning stoves, gas and electric stoves, water heaters, and gas space heaters. The residential cooperative or its emergency service is to be informed immediately about gas smells leaking from coal-burning stoves, gas appliances, or their pipes.

13. Miscellaneous

Regardless of a tenant's continuous presence, all above-mentioned obligations must be fulfilled. If the tenant is unable to do so, he/she is to ensure the duties will be completed by a third party. It is in the tenant's own interest to inform the facility manager or other residents about longer periods of absence. Furthermore, he/she should deposit apartment keys with trustworthy third parties, so the door can be opened easily in case of emergency.