

CONDUCT RULES

1. INTRODUCTION

- i. The purpose of these Rules is to uphold the common courtesy and regard for the rights of all occupiers, to sustain the use of common amenities, to ensure the maintenance of high standards of living for the mutual benefit of all occupiers in the Estate and to protect the investment of the Body Corporate.
- ii. Occupiers' co-operation in abiding by these Rules is requested and it is noted that, should it be necessary, after having written to the concerned parties requesting that they abide by these Rules, the Trustees may take legal action to uphold these Rules in terms of the Sectional Titles Act, or impose penalties in terms of these Rules, in the best interest of all occupiers.
- iii. In terms of the Management Rules, the Board of Trustees shall have the right to apply penalties to transgressors for contravention of these Rules in order to enforce them and to recoup the administration expenses incurred when dealing with transgressions. Such penalties shall be regarded, together with contributions and charges, as income for the Body Corporate. The penalty system is as follows:
 - a) 1st Warning Letter: courtesy
 - b) 2nd Warning Letter: R300 penalty
 - c) 3rd Warning Letter: R600 penalty and possible commencement of Arbitration Process.
- iv. Where possible the Estate Manager / Trustees will try to resolve breaches of the Conduct Rules in an amicable manner.
- v. The Conduct Rules contained in Annexure 9 of the Regulations of the Sectional Titles Act, 95 of 1986 have been repealed in their entirety and replaced by these Rules.
- vi. In terms of Section 35 (2) (b) of the Sectional Titles Act No 95 of 1986, the Body Corporate hereby publish the following Schedule of Conduct Rules, which may be amended from time to time by Special Resolution passed by 75% of the owners voting, to meet the changing needs of the community.
- vii. It must be each occupier's declared intent to live as harmoniously as possible with all other occupiers and to respect everyone's rights of privacy, undisturbed use and lifestyle.
- viii. Common courtesy and consideration for others must be the basis for all aspects of behaviour.
- ix. It is the responsibility and duty of occupiers to ensure that their visitors and staff members are familiar with and abide by these Rules.

2. DEFINITIONS

The term “occupier” shall mean: the owner of any section, whether juristic or natural persons, the lessee of any section and all persons residing in any section.

3. INTERPRETATION

The headings contained in these Rules are for convenience only and shall not affect the interpretation thereof. Should any provision of these Rules be invalid / unenforceable, such provision is severable from the rest of these Rules and shall not affect the validity and enforceability thereof.

4. PAYMENT OF LEVY

- i. Payment in full to the Body Corporate bank account stipulated by the managing agent on the monthly contribution and levy account must be paid by the owner by the 7th of each and every month, failing which the payment will be deemed to be in arrears, and the Trustees will be entitled to charge interest on the arrear amount as provided for in rule 31 (6) of the Management Rules.
- ii. Interest is payable on late payments at a rate determined by the Trustees from time to time as prescribed by the Management Rules.
- iii. In terms of the Management Rules Owners failing to pay their Body Corporate account timeously may, at the discretion of the Trustees, be handed over to the Body Corporate attorneys or arbitrator for collection, the cost of which will be borne by the occupier concerned as per the Sectional Titles Act.

5. LETTING OF SECTIONS

- i. Owners who let their section to tenants must provide the Trustees with the comprehensive details of the tenant via the applicable forms.
- ii. All occupiers of sections and other persons granted rights of occupancy and entrance to the estate by any owner of the relevant section are obliged to comply with these Conduct Rules, notwithstanding any provision to the contrary contained in any lease or any grant of rights of occupancy.
- iii. No such letting shall in any way release the owner from any of his obligations to the Body Corporate in terms of the Management or Conduct Rules, or in terms of the Act.
- iv. No unit may be used as a commune in that a 2-bedroom unit shall not be occupied by more than 4 persons and a 3-bedroom unit may not be occupied by more than 6 persons.
- v. No owner shall let or otherwise part with occupation of his section whether temporarily or otherwise unless:
 - a. They have concluded an agreement for the benefit of the Body Corporate with the proposed occupier of the section that such occupier undertakes to adhere to these Rules and undertakes to ensure that their family, invitees and staff adhere to these Rules.
 - b. They have provided the tenant with a copy of these Rules.

6. CLEARANCE CERTIFICATES

- i. As per the provisions of the Act, no owner shall be entitled to transfer ownership or any other interest in his section without a clearance certificate issued by the Body Corporate on behalf of the Body Corporate, by which it is certified that:
 - a. The owner is not indebted to the Body Corporate in any way in respect of contributions and charges or other amounts which the Body Corporate may be entitled to claim from them.
 - b. There are no current unsettled disputes between the Body Corporate and the owner in question.
- ii. In terms of these Rules, or Sectional titles Act, 1986, the Body Corporate shall not be entitled to refuse to issue the clearance certificate if an owner complies with all requirements. The Body Corporate shall be entitled to fix a reasonable fee to be charged for issuing of all clearance certificates as determined by the Managing Agents, from time to time.

7. BUSINESS ACTIVITIES / SIGNS / NOTICES

- i. No business, profession or trade may be conducted in any section or on the common property without the approval of the Trustees following a written application to conduct such a business from their section, which approval will not be unreasonably withheld.
- ii. Should any approved activities cause a disturbance or inconvenience to other occupiers or infringe on the usage of the common property (e.g. parking), this approval can be withdrawn at any stage with one calendar months' notice.
- iii. No auctions or jumble sales may be held on the estate.
- iv. No occupier of a section shall exhibit, distribute or place any sign, notice, billboard, advertisement or publicity of any kind whatsoever on any part of the common property or within a section, so as to be visible from outside of the section.
- v. All Estate and Letting Agents are required to register with the Trustees and to provide the required documentation prior to signing mandates with owners.
- vi. Estate Agent signs are allowed at the discretion of the Trustees and provided they have been registered as above. 'For sale', 'On Show' or 'To Let' boards may only be displayed on weekends and pointer boards within the estate are restricted to a maximum of four. No banners, flags or balloons may be displayed for this purpose. All signs not displayed in accordance with these provisions shall be removed.

8. OCCUPIERS / VISITORS / CONTRACTORS / EMPLOYEES

- i. The occupiers of sections are responsible for the conduct of their visitors, contractors and employees, and shall ensure that such persons adhere to these Rules. Pedestrians are requested to sign in by means of the pedestrian access control register and visitors in vehicles via the visitor access control register.

- ii. Employees need to be registered with the Trustees via the applicable form / process. A copy of the employees Identity Document, physical address, contact numbers and which section they are working for will be kept on file with the Trustees
- iii. Only registered employees will be allowed on to the premises and they may not bring their family, friends and visitors into the estate. Employees shall be required to sign in at the gate with the security guard on duty on a daily basis.
- iv. Employees must wear the Estate Identity Card whilst on common property, issued by the Trustees, at all times. The Trustees reserve the right to take steps to refuse access to any employee of an occupier in the estate for security reasons.
- v. Occupiers shall ensure that their employees do not loiter on the common property, do not use the facilities of the common property including the pools and guardhouse ablution facility.
- vi. Under no circumstances can an employee of any occupier be provided with permanent access to the estate in the form of remote controls or any other permanent access controls the Trustees may implement from time to time.
- vii. Employees shall not congregate or loiter in the streets, sidewalks or other open spaces in the estate.

9. DAMAGE / ALTERATIONS / ADDITIONS TO THE COMMON PROPERTY

- i. An occupier of a section shall not mark, paint, drive nails or screws or the like into, or otherwise damage or alter, any part of the common property without first obtaining the prior written consent of the Trustees.
- ii. No occupier shall erect or cause to be erected or install any lights or lighting apparatus on any part of the common property or his exclusive use area, without the prior written consent of the Trustees first being obtained.
- iii. No occupier shall erect any structure of any nature whatsoever, including but not limited to umbrellas, gazebos, braai facilities, saunas and jacuzzis, which are of a permanent or semi-permanent nature, without the written consent of the Trustees being obtained.
- iv. Awnings may be permitted on the sections, but they must comply with the standard set-out by the Trustees in terms of style and colour. No awning may be installed unless the prior written consent of the Trustees has been obtained.
- v. Each section within the estate has access to the communal TV / DSTV aerals. Under no circumstances will any other aerals / satellite dishes be permitted in the estate.
- vi. Any alteration or addition to or deviation from the permanent or semi-permanent fixtures of the common property and the existing standard thereof requires the written consent of the Trustees.
- vii. No extensions, alterations or improvements to the exterior of any section, balcony, patio, stoep, garden or carport, including awnings, garden and security gates etc., shall be affixed or made unless the Trustees have first been given full particulars thereof including, where necessary, plans approved by the municipality, and have given permission in writing thereto.

- viii. If such written permission is granted, it shall apply only to the plans submitted and any variations will also require the permission of the Trustees in writing. All extensions, alterations or improvements must comply with the Sectional Titles Act.
- ix. Improvements / additions / alterations made by occupiers to their Exclusive Use areas after permission has been obtained from the Trustees, shall be maintained by the occupier. If these are allowed to deteriorate, they will be maintained or removed by the Body Corporate at the sole cost of the occupier.
- x. All refuse / debris, etc. resulting from extensions, alterations or improvements shall be removed by the occupier / their contractor on the same day. If such refuse / debris, etc. is not removed, the Trustees may cause it to be removed, and all charges in connection therewith shall be for the account of the owner of the section and included on their contribution / levy statement at the end of the month.
- xi. The occupier of a section shall not place or do anything on any part of the section including balconies, patios, stoeps and gardens which, at the discretion of the Trustees, is aesthetically displeasing or undesirable when viewed from the outside of the section. Requests made by the Trustees to remove anything deemed aesthetically displeasing or undesirable when viewed from the outside of the section, must be deemed fair and reasonable and may include but is not limited to washing hanging over balconies, erection of equipment that protrudes over the boundary wall or beyond the section, etc.
- xii. Occupiers may install any locking device, safety gate or safety device for the protection of their section provided that the design fits within the designated guidelines as set out by the Body Corporate; these are obtainable from the Trustees.
- xiii. No external burglar bars may be installed whatsoever. Internal burglar bars and security gates are permissible and the design is available from the Trustees. Prior written consent for installation to be obtained from the Trustees in writing.
- xiv. Access gates to walled gardens may not be locked or blocked in any way so as to deny thoroughfare through the area, without the approval of the Trustees.
- xv. The fitting of air-conditioning equipment to the external walls or windows of sections or the Common Property is not allowed.
- xvi. Any building alterations may only take place between the hours of 09:00 and 16:00, Monday to Friday and not over weekends or public holidays. All contractors must vacate the estate by 16:00. All building noise must be kept to a minimum so as not to inconvenience other occupiers. All building contractor applications must be channelled through the Trustees prior to the contractor entering the estate. The Trustees will manage the access control of all contractors, their staff and vehicles.
- xvii. Should any damage of whatsoever nature be caused to the common property by an occupier / any member of his family / any of his visitors / any of his employees, their children or visitors of such occupier, or should such persons cause the Body Corporate to suffer any loss or incur any expense, such occupier shall be liable to properly repair such damage forthwith, and to forthwith reimburse the Body Corporate in full in respect of such loss or expense. The cost of repair of the damage to the common property, plus an administration

- fee which will be determined by the Trustees from time to time, will be for the owner's account and will be included in the monthly contribution / levy account.
- xviii. If the Trustees instruct a firm of attorneys or an arbitrator in terms of Management Rule 71 in connection with or arising out of an infringement of any Rule by an occupier, the occupier shall be liable to reimburse the Body Corporate on demand for all costs incurred in respect thereof.

10. APPEARANCE FROM OUTSIDE

- i. The occupier of a section shall not place or do anything on any part of the common property including balconies, patios, courtyards, windows and gardens which, in the discretion of the Trustees, is aesthetically displeasing or undesirable when viewed from the outside of the section. Requests made by the Trustees to remove anything deemed aesthetically displeasing or undesirable when viewed from the outside of the section, must be deemed fair and reasonable and may include but is not limited to washing hanging over balconies, erection of equipment that protrudes over the boundary wall or beyond the section, etc.
- ii. No occupier shall store or allow to be stored any item on his courtyard / patio, other than pot plants, garden furniture and anything else the Trustees may approve from time to time such as portable braai apparatus. At no point in time should any such item be allowed to protrude above the level of the stipulated sections boundary walls.
- iii. An occupier of a section shall be permitted to place and keep on his courtyard / patio such pots and pot plants and garden furniture, being furniture meant and designed for outside use, as may be approved by the Trustees from time to time.
- iv. The Trustees reserve the right to instruct an occupier to remove such pot plants, pots or garden furniture, or items of a similar nature from his courtyard / patio or exclusive use area, if, at the discretion of the Trustees, such item or items are undesirable / aesthetically displeasing when viewed from the outside of a section. Requests made by the Trustees to remove anything deemed aesthetically displeasing or undesirable when viewed from the outside of the section, must be deemed fair and reasonable and may include but is not limited to washing hanging over balconies, erection of equipment that protrudes over the boundary wall or beyond the section, etc.
- v. Approved colours for the backing of window dressings be it curtains, curtain linings, shutters or blinds are white, beige or cream.

11. SECURITY

- i. Occupiers, their visitors and employees are required to adhere to the security processes and procedures at all times and respect the authority of the security company and their guards. The Trustees have full authority to determine who and what may / may not enter the estate and the security personnel will be instructed accordingly.
- ii. Tenants may not obtain additional keys for the section without the written permission from the owner or the estate agents so that the owner or estate agents can ensure that the correct number of keys are returned to them when tenants vacate the premises.

- iii. Occupiers must ensure that their guests are correctly registered with the guards at the main gate and that their entry into the estate is approved by the occupier, failing which no access under any circumstances will be granted.
- iv. Occupiers must report all suspicious persons and incidents to the guards.
- v. All attempts at burglary, vandalism or instances of fence jumping or breakage must be reported to the Trustees and a member of the security staff as soon as is reasonably possible in writing.
- vi. Electronic security systems for individual sections are acceptable provided they are installed by legitimate security companies registered with PSIRA.
- vii. It is prohibited to interfere with the performance of the security guards' duties and they may under no circumstances be abused. Occupiers, employees and visitors shall treat the security guards courteously and co-operate with them at all times to ensure the maximum performance and efficacy of their duties.
- viii. All occupiers shall provide the Trustees with the applicable Access Control Form with names, contact details and vehicle registration details of all adult occupiers.
- ix. No occupier shall be entitled to bring in or remove any furniture without first having informed the Trustees of such movements by completing and submitting the stipulated form at least 48 hours before the date of such intended move. Security has the right to restrict any such movement on the authority of the Trustees unless prior notification has been received by them from the Trustees.

12. PETS

- i. Only small domesticated dogs and cats are allowed to be housed on the estate and these are restricted to ground floor units only.
- ii. Dogs may not exceed 20cm in height and no aggressive breeds are allowed.
- iii. The number of pets per section is two (2). This may be two dogs or two cats or one dog and one cat.
- iv. Only small breeds of dogs, with temperaments not usually considered aggressive, will be considered for approval by the Trustees.
- v. An occupier of a section shall not, unless the Trustees have granted prior written consent, keep any pets under any circumstances in a section or on the common property.
- vi. Such consent is to be obtained using the stipulated form obtained from the Trustees prior to any such animal, as defined, being acquired and brought onto the estate. Sterilisation and vaccination certificates must accompany the application form. All pets must be registered with the Trustees by following this procedure.
- vii. Occupiers must ensure that their animals, as defined herein, do not cause any disturbance whatsoever to others. On the receipt of written complaints by two separate occupiers, the Trustees shall have the right to revoke such consent and request the owner to remove the animal from the estate if the owner does not rectify the problem with immediate effect once notified.

- viii. Animals shall not be permitted in or around any part of the swimming pool area or generally that area of the common property constituting the communal entertainment and recreation areas. The Trustees shall have the right to remove forthwith any animal found in such area.
- ix. No pets shall roam the streets of the estate or properties of occupiers.
- x. Occupiers shall accompany all pets when out on common property and all dogs must be on a leash when on common property.
- xi. The owner of any pet shall immediately remove any solid excrement deposited by such pet in public or common areas.
- xii. Every pet shall be required to wear a collar with an identity tag indicating the name, telephone number and address of its owner or it is to be micro-chipped for identification purposes; this is to be done at the expense of each individual owner.
- xiii. The Trustees are empowered to apprehend and hand over to the municipal pound or SPCA any pets found roaming the estate with or without these means of identification.
- xiv. The Trustees may prescribe any other conditions, as they deem necessary from time to time, for the keeping of any animals.
- xv. Any pet left abandoned, unattended or unsupervised for any period of time, not provided with adequate food and water at all times, or any pet that is abused in any manner or form, will be removed from the estate by the SPCA or any other appropriate authority on the instruction of the Trustees.
- xvi. The keeping of livestock, chickens or any animals of that ilk is prohibited.
- xvii. No reptiles, snakes, or birds may be housed on the estate.
- xviii. No pets may be brought onto the estate by any visitors, employees or contractors.

13. SANITARY SERVICES / REFUSE DISPOSAL / LITTERING

- i. All refuse shall be placed in bins in the allocated as refuse areas on the estate.
- ii. Wet domestic refuse must be securely wrapped in municipal approved bags. Refuse may not be placed on the floor of the refuse area and may only be placed in the refuse bins in the appropriate refuse bags.
- iii. The occupier of a section shall maintain in a hygienic and dry condition, a receptacle for refuse within his section.
- iv. No garbage bins may be placed where visible to any other part of the common property or any other section. No garbage may be left outside any section. Occupiers must deposit their garbage in the refuse area. This Rule, along with the others, helps prevent the infestation of vermin, etc. in the estate.
- v. The refuse area and the refuse bins are for domestic waste only, all other waste must be taken care of personally. Old appliances, building rubble, etc. must be taken off site by the occupier to the nearest dump.
- vi. An occupier of a section shall not deposit, throw, or permit or allow to be deposited or thrown, on the common property, any rubbish including dirt, cigarette butts, food scraps or any other litter whatsoever.

- vii. The occupier of any section shall not shake or dust or beat carpets or mats over the balconies or walls or through the windows of any section.

14. VEHICLES / ESTATE STREETS

- i. Motor vehicles of occupiers and their visitors shall only be parked in such areas as are specifically provided to them by the Body Corporate or in the designated visitors parking.
- ii. As such no occupier may make extended use of any of the demarcated visitors parking bays or portion of common areas for their own personal vehicles, boats, caravans, water bikes and trailers.
- iii. All occupiers' vehicles must display an estate identification sticker, available from the guardhouse or Trustees. The Body Corporate reserves the right to refuse entry to any vehicle not displaying such stickers or have the driver of such vehicles provide the necessary registration information prior to entry being granted.
- iv. Repairs and reconditioning of vehicles on the common property and in the sections is not permitted.
- v. Vehicles may not travel at speeds in excess of 20 kilometres per hour on any portion of the common property and access driveways.
- vi. All cars entering the estate must reduce their radio volume control so as not to disturb the occupiers.
- vii. No trucks, caravans, trailers of all description, quad bikes, off road scramblers, commercial vehicles and boats etc. may be parked within the estate other than within the occupiers section.
- viii. Occupiers of sections shall ensure that their vehicles and the vehicles of their visitors and guests, do not drip oil or brake fluid on the common property or in any other way deface the common property. The onus is on the occupier to restore any spoilt area to its original condition at their own cost.
- ix. Any vehicle parked in contravention of these Rules may be towed away at the occupiers' expense, without any liability for any damage claim to the Body Corporate whatsoever.
- x. No person shall sleep in any vehicle parked on the estate.
- xi. No cars, motor bikes or vehicles of any kind may be washed on the estate.
- xii. The normal road rules still apply within the estate; no reckless driving will be tolerated.
- xiii. The occupier of any section shall not place or park or cause or permit to be placed or parked any vehicle, possession or article in such manner as to obstruct the general traffic flow of the estate, any passageways, exits from or entrances to the building or any entrance to or exit from any section or any garage or authorised parking bay of any other owner or lawful occupant. The foregoing shall apply to the visitor or guest of the occupier concerned.
- xiv. The use of vehicles, including motorcycles, which create excessive noise, is strictly prohibited.
- xv. Parents are to take full responsibility for their children within the greater estate area. The Trustees will not be liable for any accidents and or deaths which might occur involving children within the estate, especially in and around the pool area, sports facility, upstairs

- walkways / corridors and in the streets of the estate. Children under the age of ten (10) are to be supervised by an adult at all times.
- xvi. The use of bicycles / tricycles is at the occupiers own risk and as long as it does not constitute a nuisance to other occupiers. Any damage caused to the common area because of reckless or careless use will be for the occupiers account and the use thereof in the common property can be withdrawn. Bicycles / tricycles may not be left on the common property or obstruct the movement of other vehicles.
 - xvii. All tricycles / bicycles must have appropriate lights and reflectors when used after dark. The Body Corporate is indemnified against any accident, loss or damage sustained by any occupier, their family, friends, employees and visitors if the above is not adhered to.
 - xviii. Roller skates, skateboards, roller blades or roller balls and similar devices may not be used in the streets of the estate.
 - xix. All delivery / removal trucks in excess of 2 tonnes are to park outside the estate.

15. TELEVISION DISHES / AERIALS / SATELLITE DISHES / ETC

- i. No additional outside television dishes, satellite dishes, radio masts or cell phone aerials may be erected within the estate.
- ii. The maintenance of the DSTV system is the responsibility of the Body Corporate. This area of responsibility is applicable to the external dish, external cabling, the “splitter” box (housed externally) and ends at the cabling housed in the wall of the section. The Body Corporate is not responsible for personal equipment such as the TV or DSTV decoder or for any internal cabling – that is the responsibility of the occupier.
- iii. Internal splitters, where applicable, remain the property of the Body Corporate. Residents vacating a unit are required to leave these items inside the unit, failing which they will be replaced, and the amount invoiced to the owner by way of the levy statement.
- iv. No occupier may use an external contractor to attend to the DSTV items for which the Body Corporate is responsible – the estate has an approved contractor who services the estate. Should the problem not arise from the Body Corporate areas of responsibility, the call-out will be for the occupier's account.
- v. New HD/PVR decoders must be installed correctly and the estate approved contractor must be used. All arrangements for DSTV related issues must be channelled through the Trustees.

16. RITUAL SLAUGHTERING

Ritual or any other form of slaughtering is not allowed anywhere on the estate under any circumstances.

17. GENERATORS

No generators, silent or otherwise, may be operated within the estate, neither in the sections nor on the common property.

18. LAUNDRY

- i. Washing and other articles may not be hung out on the common property or on balconies, patios, stoeps and gardens or in any position where it is visible from the common property, except in areas specifically set aside for this purpose.
- ii. An occupier of a section shall not erect his own washing lines nor place clothes horses or other drying apparatus on the patios or courtyard area of each section, nor in the garden areas.

19. STORAGE OF INFLAMMATORY MATERIAL / OTHER DANGEROUS ACTS

- i. A occupier shall not store any material, flammable or inflammable, or do or permit or allow to be done, any other dangerous act in the section or on the common property which will or may increase the rate of the premium payable by the Body Corporate on any insurance policy, or put any part of the estate and its occupiers at risk.
- ii. Occupiers will be responsible to the Body Corporate for any loss sustained by the Body Corporate arising from their negligence. Such loss shall include, but is not limited to, the excess payable in respect of any insurance claim.
- iii. No firearms, pellet guns, catapults or bows and arrows may be discharged on or over the estate. No occupiers, family, visitors or service providers may openly display firearms on their person or otherwise, anywhere on the estate.
- iv. Inflammable or other dangerous material or articles may not be brought onto the common property or elsewhere on the estate except in such limited quantities as are allowed under the Insurance Policy.
- v. No fireworks of any kind are allowed to be set off within the estate.
- vi. No occupier shall repair, alter or interfere with any of the electrical and or other supply on the common property. All faults must be reported to the Trustees.

20. ERADICATION OF PESTS

- i. A occupier shall keep his section free of all garden or household pests, including white ants, borer and other wood destroying insects and shall permit the Trustees, the Managing Agent, and their duly authorised agents or employees, to enter his section from time to time, for the purpose of inspecting the section and taking such action for the eradicating of any such pests as may be found within the section.
- ii. Replacement of any woodwork or other material forming part of the internal section which may be damaged by any such pests, and the eradication of pests, shall be borne by the occupier of the section concerned unless it is proved to the Trustees that such damage originated from the common property.

21. SUPERVISION OF CHILDREN

Occupiers shall properly supervise their children, their children's friends and children of their visitors so that no provision of these Rules is infringed, that no nuisance is caused to any occupier, and that no damage is caused to the property of any occupier or to the common property or any section.

22. CLUBHOUSE / SWIMMING POOL FACILITY

- i. The clubhouse / swimming pool area is for the exclusive use of occupiers. Guests must be accompanied by an occupier. A maximum of four (4) guests per section is allowed at any one time so as not to monopolise this area.
- ii. The clubhouse / swimming pool or parts of these facilities can be rented by occupiers by making arrangements through the Estate Manager for groups that exceed the stipulated number of four (4) guests at any one time. The maximum number permissible when hiring the facility is a total of fifteen (15) which includes occupiers and guests.
- iii. Occupiers must leave this area clean and tidy after use.
- iv. Children under ten (10) years of age must be supervised by a person over 18 years of age at all times in the swimming pool area unless written permission has been granted by the Trustees.
- v. No glass objects or bottles are permitted in and around the pool area, only cans or plastic containers are allowed.
- vi. No pets are allowed into the swimming pool area.
- vii. The swimming pool cleaning equipment may not be removed or tampered with.
- viii. The gates to the pool area must be kept closed at all times for safety reasons.
- ix. No ball games are permitted in the clubhouse / swimming pool area.
- x. The clubhouse / swimming pool area is used at each occupier's own risk. The Body Corporate is indemnified against any accident, loss or damage from whatsoever cause sustained by any occupier, their family, friends, employees and visitors when using any of the facilities on the estate.
- xi. The Rules posted at the entrance to the club house / swimming pool area are to be adhered to by all making use of the area at all times.
- xii. No irresponsible behaviour or behaviour which can in any way endanger any person using the swimming pool is permitted in the swimming pool area.
- xiii. No nude swimming or sunbathing is permitted in the swimming pool area.
- xiv. No diving is permitted into the swimming pool as the depth does not allow for this.

23. BRAAING

- i. All braais shall be confined to the patio or garden of a section.
- ii. No coal braais allowed

- iii. Fires or braais are not allowed on the common property.

24. GAS STOVES / FIREPLACES

Approval may be obtained from the Body Corporate to install equipment of this nature. Requests will be considered provided the installation complies with all bylaws and does not detract from the aesthetics of the Estate.

25. NOISE

- i. Radios, CD / DVD players, televisions, home system equipment, home theatres, televisions, musical instruments and other sound producing devices including human voices shall not be played or used in such a manner as to interfere with any occupiers enjoyment of his section or the common property at any time.
- ii. Quiet must be maintained between 22:00 and 07:00 weekdays and between 23:00 and 09:00 on weekends and public holidays.
- iii. All vehicles entering the estate must reduce their radio volume level so as not to disturb the occupiers. Automobile hooters and alarms shall not be sounded on the common property at any time by an occupier / any member of his family / his visitors / his employees / their children.
- iv. All motor vehicles must be maintained and driven in such a manner as not to exceed the bylaws permissible for noise levels; this includes all working parts.
- v. In the event that an occupier wants to host a private function, their neighbours must be informed in person and unacceptably high noise levels will not be allowed.
- vi. Mechanical maintenance work, including the use of power-saws, lawn mowers and similar tools, is permitted only between the following hours: Monday to Friday 07:00 to 16:00 and Saturdays, Sundays and public holidays 10:00 and 13:00.

26. MAINTENANCE

- i. The occupier of a section shall at all times and at his own expense maintain his section and exclusive use areas in good, clean, hygienic, tidy and habitable order and condition and shall be responsible at his own expense for:
 - a. All interior painting, maintenance, remedying of blockage of sewers and sanitary equipment and connection.
 - b. Remedying of water pipes in his section.
 - c. Remedying of excessive water overflow or any equipment or installation in his section and exclusive use areas.
- ii. All occupiers shall be obliged at all reasonable times to grant access to the Trustees, their staff and agents, to their section or their exclusive use areas and any other part of the common property, for the purpose of performing any necessary maintenance, effecting repairs or performing other such tasks and matters incidental thereto.

- iii. All occupiers shall be obliged at all reasonable times to grant access to their sections, exclusive use areas or other parts of the common property to the Trustees, their staff and agents, for the purpose of enforcing these Rules or when it is reasonable necessary and in the best interests of the Body Corporate.

27. SPEEDING

The occupier of any section shall use entrances and exits to the building and internal roads and passages in such manner as may be indicated by the Trustees from time to time and shall at all times drive his vehicle slowly, not exceeding 20km/h, and with the utmost caution on the premises, and shall furthermore ensure that their visitors do likewise.

28. GARDENS / GARDENERS

- i. No occupier of any section, other than the person empowered by the Body Corporate to do so, shall instruct the gardeners to do any work in the exclusive use areas / common property during normal working hours except in an emergency.
- ii. The occupier of any section shall not interfere with flora, wild or cultivated, growing on common property other than the exclusive use areas allocated to such owners. All occupiers shall ensure that such areas are not despoiled in any way.
- iii. No plants, trees or shrubs may be removed from the common property; neither may any plants, trees or shrubs on the common property be trimmed without prior written approval from the Trustees. It is recorded that certain of the flora is protected by law and any occupier interfering with or damaging or in any other way acting in respect of such flora contrary to the provisions of the law, may be penalised by the Trustees via the fining system contained in these Rules.
- iv. The occupier of any section and his visitors shall keep the pathways clear at all times.
- v. Gardens and plants on the common property are for the enjoyment of all occupiers and no wilful damage will be tolerated.
- vi. Occupiers are encouraged to improve the area within their walled gardens at their own expense, but may not remove or plant trees or large shrubs without the consent of the Trustees. A list of plants that are not allowed to be planted on the estate is available from the office of the Trustees. No ivy is permitted to grow onto walls within or outside a section.
- vii. Garden tools and garden bags must not be visible from outside the building or from any other section.
- viii. No gardens may be altered in such a manner as to restrict the thoroughfare to any part of the common property or create a nuisance to other occupiers.

29. CLEANING OF COMMON PROPERTY

No occupier of any Section, other than the Estate Manager shall instruct the cleaners to do any work in the Exclusive Use Areas / Common Property during normal working hours except in an emergency.

30. FIRE FIGHTING AND HAZARDOUS EQUIPMENT

- i. The occupier of any Section shall not tamper with, abuse or use or cause or permit to be tampered with, abuse or use, any fire hose, reel or extinguisher in any manner or for any purpose other than as permitted or prescribed by the fire regulations of the relevant local authority or other relevant legislation.
- ii. No fire extinguisher, fire hose or similar device anywhere in a Section or anywhere on the Common Property shall be used for any other purpose except for emergency purposes and shall not be used for the washing of motor vehicles, watering of gardens or any other unauthorised purpose.
- iii. An occupier shall not repair, alter or interfere with the electrical supply on the Common Property. Electrical faults must be reported to the Estate Manager.
- iv. Electric and gas appliances in units shall be maintained in good order by the occupier and when necessary repaired by a registered technician, who is accredited by the Body Corporate.
- v. Occupiers shall take due care to avoid creating a fire hazard e.g. overload of power points. Should a fire occur due to an occupier's negligence the occupier of the unit will be held liable for applicable excesses on insurance claims.
- vi. Gas bottles shall not exceed 9kg and shall be stored in a safe, well-ventilated area and maintained by a professional service provider. All relevant bylaws must be adhered to.
- vii. Braai facilities and fire places may only be used under adult supervision.

31. LIFTS

- i. Lifts may only be used for their intended purpose of conveying occupiers, their guests, and goods to apartments.
- ii. The lift may not be used to transport any furniture. The staircase is to be used to move furniture and large boxes.
- iii. All safety signage in lifts must be adhered to at all times.
- iv. It is not permitted to hold open the door of the lift for extended periods of time without first arranging with the Estate Manager for the lift lock down key. The lift doors must be allowed to close as soon as the warning alarm sounds. Holding the lift door open affects its use for other occupiers and will result in the lift ceasing to operate.
- v. In the event that an occupier uses the lifts incorrectly and the lift gets stuck, the call out charge for the technician to reactivate the lift will be for the account of the occupier.
- vi. In the event of an emergency and the lift becoming stuck, the alarm button on the lift panel must be pressed.
- vii. Lift lobby doors at ground level must be kept closed at all times when not in use.
- viii. Items may not be dropped or placed into the lift shaft.

32. EXCLUSIVE USE AREAS

In terms of Section 27A of the Act the Body Corporate has conferred rights of exclusive use and enjoyment of parts of the common property upon members of the Body Corporate as demarcated on the attached lay-out plan and schedule for the purposes as indicated on the plan.

33. GENERAL

- i. Any interpretation of these Rules by the Body Corporate is final and binding.
- ii. The Body Corporate is not responsible for, and has no jurisdiction over, any dispute between an individual owner and the Developer.
- iii. The Trustees shall have the right to take any action deemed fit to prevent any infringement of these Rules
- iv. No stones or other objects may be thrown on the common property.
- v. All complaints must be lodged in writing and sent to the Trustees. A sincere endeavour will be made to resolve such complaints amicably as long as such complaints are not wilfully malicious and the rights of other occupiers are not affected.
- vi. No alcohol may be consumed whilst on any part of common property.

OCCUPIERS NAME

SIGNATURE

DATE

ESTATE MANGER

SIGNATURE

DATE