

House rules: “Studentenresidenz Stöckacker”

Untermattweg 42, 3027 Bern

1. Part of the lease agreement

These house rules form a contractual element of the lease agreement.

The non-observance is considered a breach against the lease agreement.

2. Civil registration / obligation to register

The tenants are obliged to register, within the prescribed period of 14 days, at the Civil Registration of the city of Bern, Predigergasse 5, Bern. (Opening hours: Mo – Fri: 10am – 4pm, Thursday: 10am – 6pm)
http://www.bern.ch/leben_in_bern/wohnen_umzug

3. General rules

The lessee has to pay attention to the cleanliness inside and outside of the property. The landfilling of waste and any objects is not allowed.

For safety reasons, the staircase and all corridors must always be kept free. The waste has to be disposed in a billable rubbish bag respectively according to the disposal and recycling rules.

The mailboxes are labeled identically with the apartment number.

4. Night rest, Parties

During the legal night rest (10pm – 7pm) all residents must reduce noise to room volume. Playing music with windows and doors kept open is to be avoided, if the neighbors or other tenants are disturbed.

In event of a party, all residents and the neighbors have to be informed in advance. The organizer has to announce the place and date of the party contacting the administration. In event of claims, consideration towards the concerning person(s).

Without a permission of the administration, outdoor parties, music- and video events are not allowed. The organizer of any party is liable for left behind damages and is responsible for the cleaning-up.

5. Housekeeping, community, general rooms, semester-cleaning

The rented room has to be cleaned by the lessee.

Commonly used living and dining rooms are to be cleaned by all co-tenants. Waste has to be disposed properly. All residents are obliged to share the housekeeping according to the cleaning rota. In event of inadequate cleaning and after failure of secondary cleaning, the administration is authorized to order a cleaning institute. The costs will be charged to the concerned tenants.

6. Alterations, deficiencies, defects

Structural modifications (e.g. paintwork, install cabling) are only allowed with a written consent of the caretaker or the administration. Deficiencies and defects in the private and community rooms must be reported in writing, using the claim form, to the caretaker. The claim forms are situated directly beside the caretaker's mailbox.

7. Pets

Pets are not allowed.

8. Smoking

In all apartments, rooms and community rooms, smoking is prohibited.

9. Access to the residential properties

After an advanced announcement, the representative of the administration is allowed to enter the room. If the agreement already cancelled, new interested parties are allowed to enter the room in absence of the lessee, if it is necessary to rent the apartment on the due date.

10. Aeration

To live according to the MINERGIE-standards assumes that all used rooms have to be mechanically ventilated. With the installation of a “controlled air distribution system”, this will be ensured. The incoming air flows through air outlets into the apartments and rooms. The waste air will be discharged via kitchen and

bathroom. The air volume is precisely calculated. Therefore no windows have to be opened to provide fresh air.

11. Kitchen, Laundry

Rules and instructional manuals shall be carefully considered. Defects because of carelessness and misuse are charged to the causer.

For the washing and drying, 3 washing machines and 3 tumble dryers are available. There is an air circulated drier's room. The equipment is to be controlled concerning the instruction manual and using the installed cost unit. For the avoidance of moisture damages and mildew, washing and drying inside the appartement is forbidden. The washing plan is made by the lessor.

12. Parking spaces, Bicycles, Garage

Only those people who have a lease agreement are allowed to park their motor vehicles at the car park in the basement. Every lessee has contractual fixed parking lot. Incorrectly parked vehicles will be towed away without further notice at the expense of the owner. It is not allowed to store other items on the parking lots. Bicycles shall be placed on the intendend places.

13. Insurance

It is recommended to take out a civil liability insurance before the tenancy period starts. A copy of the policy of insurance shall be given to the administration.

14. Sub-lease

The sub-lease of the rooms is only permitted by agreement with the owner. Maximum duration of the sub-lease: 2 months (summer).

15. Overnight stays

All overnight stays have to be registered in advanced using the appropriate form. The forms are placed nearby the mailboxes and can either be handed in directly to the administration or can be put in the administrations mailbox. The overnight stay of a guest is free when it is only two nights per month. From the third night on, every overstay cost 10.- CHF. The nighty overstays shall be payed to the administration until the

fifth day of the following month. The limit of overnight stays are 8 nights per month. In exceptional cases a well-founded application can be handed in to the administration (4 days in advance). For all guests the house rules are applicable.

General rooms

16. Music room in the basement

To be allowed to exercise, a reservation of the room, using the appropriate form, has to be made two days in advance. To make music in the apartment is not allowed.

17. Community room in the basement

The use of the community room shall not lead to a disturbance of the other lessees. The cleaning of the room is the responsibility of the users. In case of failure the cleaning will take place on an order by the lessor and will be charged to the tenants. A reservation of the room, using the appropriate form, has to be made 3 days in advance.

18. Use of the garden

The nicely invested lawn around the house can be used by the students. The matters of the neighbors and the other lessees have to be respectet at any time. That is to say, excessive grill parties and nocturnal feasts are only permitted within the limits according to paragraph 3.

Rubbish and bottles shall be disposed immediately after using and befor leaving the garden.

Roof-deck rules

19. Use

The roof-deck is only available for restricted use. To be able to hold a party with some guests at the roof-deck, the lessee has to ask the administration in advance for permission. If there is a party with more than 10 persons, the other lessees have to be informed in advance by a noice on the notice board on the ground floor. We ask for your understanding for this action, because the roof-deck is primarily for students who want to study.

20. Close-down

A mechanical locking system is planned. That is to say the closing of the exterior and apartment entrance doors occurs with normal keys.

21. Elevator

The instructions inside the elevator shall be observed. In case of disruption, the administration shall be informed immediately. The elevators have to be treated with carefulness.

22. Handing back the leased property

The leased property is to be handed back on time, complete and in proper condition. The leased property is to be cleaned before being handed back. A deadline is to be arranged in advance.

The administration

Diese Unterlage dient als Hilfsblatt zur Deutschen Fassung