

## House rules

The house rules are intended to ensure peaceful and smooth coexistence of the residents in the hall of residence, general order and safety as well as the protection of the building.

So far as it is necessary in the interests of proper management of the building and reasonable for the tenant, the landlord may amend the house rules at a later date. The tenant shall be notified separately of any new or amended regulations.

The house rules are an integral part of this tenancy agreement. They will be handed over to the tenant together with the tenancy Agreement. They are accepted by signature and must be complied with. The tenant is aware that violations of the house rules may result in a warning and/or termination of the tenancy.

### 1. Duty of care:

- a. Every tenant is obliged to treat the rented property handed over to him with care, to use it only for its intended purpose and to protect it from loss, damage or contamination. This also applies to any technical equipment provided. Any refrigerators must be cleaned regularly and defrosted if necessary. Any stoves (including ovens), washing machines and dryers must be cleaned immediately after use. Every tenant is obliged to use water, electricity and heating in the hall of residence sparingly. When leaving the room/apartment, the window must be closed.
- b. Any existing furnishings may not be removed from the rented rooms or additional furniture placed without the consent of the landlord. If the landlord has approved the installation of more furniture, this must be removed at the latest at the end of the tenancy. If this obligation is not complied with, the landlord will remove the furniture at the tenant's expense.
- c. The type of floor covering with which the landlord has furnished the room may not be changed by the tenant. The tenant shall be liable for any damage caused to the floor despite this arrangement.
- d. Necessary repairs and defects must be reported to the landlord immediately. Outside the landlords working hours, the telephone switchboard of wobauaalen must be contacted on 07361 9575-0 or an e-mail sent to [instandhaltung@jugendwerk-aalen.de](mailto:instandhaltung@jugendwerk-aalen.de)  
  
Outside wobauaalen's office hours and in urgent emergencies, please contact the emergency numbers displayed in the showcases or on the notice boards
- e. Pest infestations must be reported to the landlord immediately.
- f. The tenant is obliged to clean his room and the associated windows regularly. If available, the inhouse cleaning utensils can be used to clean the rooms. These can be found on all floors of the hall of residence.

- g. Mattresses, mattress protectors and mattress covers, if available, must be treated with care. The following must be observed when handling the aforementioned items:
  - 1. The mattress protector goes under the mattress.
  - 2. The mattress cover must be washed at 30 degrees before returning the room (it must not be tumble dried).
  - 3. The mattress, mattress protector and mattress cover must be in a condition corresponding to contractual use when the room/apartment is returned.

If any of the items are found to be dirty or damaged when the room is returned, they will be cleaned/replaced at the tenant's expense.

## **2. Consideration:**

- a. Noise is to be avoided. Sound reproduction by means of technical devices may be at room volume at most. Special consideration must be shown between the hours of 22:00 and 07:00.
- b. The communal kitchens and floor entrances are escape routes in the event of fire and may not be used for parties and other celebrations.

## **3. Fire protection:**

- a. Fire protection in the hall of residence is an important requirement. The tenant undertakes to inform himself about the fire safety precautions, escape routes and alarm options after moving in and to behave in such a way that fires are prevented. Fire protection systems, if present, must not be damaged or restricted in their function. Misuse of fire extinguishing equipment is prohibited.

Smoking in the communal areas and facilities of the student residence (such as common rooms, corridors, stairwells, cellars, attics, garages, etc.) is prohibited.

If it can be proven that non-compliance with the above provisions has led to a false alarm being raised for the fire department, the costs will be charged in full to the person responsible.

- b. Access routes, in particular fire department access routes and escape routes, must be kept clear at all times.

## **4. Radio/television sets/network infrastructure:**

- a. The user is responsible for the payment of fees to the GEZ for the use of radio and television sets.
- b. The installation of external aerials and satellite systems is not permitted.

- c. Structural and constructional changes as well as interventions in the security and supply facilities (e.g. locking systems, gas, water and sanitary areas, electronic network, Internet, etc.) are not permitted. All electrical appliances used by the tenant must bear the CE conformity mark.

## 5. Keys/mailbox:

- a. The keys issued must be stored carefully. Lost keys and defective locks must be reported to the landlord immediately. The unauthorized reproduction of keys or the installation, modification, removal or destruction of locks is prohibited. Keys may not be passed on to third parties. Costs arising from the loss of keys shall be borne by the tenant. In addition to the actual expenses, the landlord is entitled to charge the tenant a lump sum of **40,00 EUR** per use.
- b. If a tenant cannot be reached, he can try to contact the landlord or the telephone switchboard of wobauaalen on 07361 9575-0 at the following times:

monday to friday:	09:00 to 12:00
monday to friday:	02:00 to 05:00

If the tenant is unable to reach the landlord, he must hire a key service himself. The costs incurred shall be borne in full by the tenant.

- c. The front doors of the hall of residence must be kept closed at all times.
- d. The house mailbox system must be provided with the corresponding room number. The janitor may be responsible for affixing a name plate.

## 6. Common areas:

- a. Items such as furniture, etc. may not be placed in the hallway, stairwell, elevator (if available) or common rooms. The display of posters, wall decorations, etc. is also prohibited in these areas, unless special areas are provided for this purpose. The display of flags, banners, flower boxes, etc. is also not permitted on the windows, in the stairwells or on the facades.
- b. Washing machines and dryers for washing and drying laundry are available to tenants for communal use. The appliances must be operated in accordance with the instructions provided and exclusively via the installed coin-operated meters.
- c. Tenants are obliged to treat the shared kitchen with care and to leave it clean. Cleanliness is to be organized by the residents of each residential group themselves. Any cleaning schedule provided by the landlord must be adhered to. In the event of non-compliance with these regulations, the landlord is entitled to commission a service provider to clean the kitchen of the residential group and to pass on the costs in full to the residential group. The landlord reserves the right to release the tenants from cleaning the shared kitchens and to transfer this work to a specialist company on a permanent basis. The landlord will inform the tenant of this change in writing.

## 7. Waste disposal:

- a. Household waste must be disposed of in the garbage cans provided for this purpose in accordance with the GOA disposal guidelines. Waste may not be disposed of via the toilet facilities. In the event of non-compliance with these regulations and in the event of a pipe blockage, the landlord is entitled to commission a service provider to clean the pipes and to pass on the costs in full to the person(s) responsible.
- b. The tenant expressly undertakes to separate waste within the scope of the existing offers. Information and details on waste separation can be found in the information sheet, which is available in each residential group kitchen.

## 8. Parking of bicycles and vehicles:

- a. A bicycle garage or bicycle parking spaces are available to tenants for the parking of bicycles, depending on the hall of residence. The landlord assumes no liability for the provision of parking facilities.
- b. The tenant cannot derive any claim to the provision of a parking space from the rental agreement or its ancillary provisions.
- c. If the tenant wishes to park a vehicle permanently on the premises, a parking space may have to be rented from the landlord (for a fee). This varies from hall of residence to hall of residence and must be agreed individually with the landlord when the contract is concluded.

## 9. Use of the internet:

This agreement applies to Internet access in the hall of residence. It includes in particular the hardware installation, including the built-in components, which are the property of the landlord and are necessary for the operation of the network. It also includes all connected IT systems/peripherals of any kind that are used directly or indirectly for the use and further processing of data obtained with the help of the network and/or distributed manually.

- a. Administration of the network is the responsibility of the landlord. The administrator reserves the right to restrict data traffic if necessary.
- b. In principle, the landlord undertakes to provide an Internet connection. Should disruptions occur, the tenant shall not be entitled to compensation. In the event of a malfunction, the landlord shall immediately do everything necessary to restore functionality. The tenant is responsible for the security of his own PC/laptop or other end devices.
- c. The tenant expressly undertakes to refrain from any misuse of the internet access. In particular, the following is prohibited:

Unauthorized access to third-party data files and/or to a third-party computer, including the hardware components, as well as any kind of listening in and/or making accessible and/or saving data transmissions of third parties. Any form of copyright infringement: This includes participation

in file-sharing networks, so-called file sharing, illegal downloading of image files, music and films and/or their publication on the Internet, visiting Internet sites whose content can be prosecuted under criminal law (e.g. child pornography), the distribution of content that is illegal (e.g. insults, incitement to hatred, etc.), the use of hardware/software that can cause interference and/or deliberate impairment of network operation.

- d. Passing on the network connection or creating access options and/or dial-in points to/for third parties is not permitted. The same applies to the disclosure of passwords.
- e. The tenant agrees that the network administrator may collect data for statistical purposes and to check compliance with these terms of use.
- f. The landlord accepts no liability for the IT system running faultlessly and without interruption. Nor for any loss of data as a result of technical faults. The landlord accepts no liability for damage caused by the actions of third parties. The landlord shall not be liable for errors in the access software or for the content of programs distributed on the Internet, to which it merely provides access for use.