Comfort rules - Nyboda1

These comfort rules complement the housing association Nyboda1's statutes.

Our comfort rules exist to care for and promote everyone's well-being in the building. We also need common rules for all residents, members and tenants in order to avoid misunderstandings.

The housing association's comfort rules apply not only to tenants and owners of a flat, but for all family members living in the flat, guests visiting, inherent people as well as builders or craftsmen who carry out work for you.

Subletting

You must apply for permission to rent out your home to another person. Residence owner / first-hand tenant must submit an application to The Board, who must give prior approval to the rental. A secondhand rental is always of temporary nature and permission is granted one (1) year at a time. The applicant need to motivate why the secondhand rental shall be granted.

A fee of SEK 4450 per year is charged on approved secondhand rentals.

For a secondhand rental, it is important to know that responsibility for the apartment is always with the contract holder, i.e. the person who stands as owner/firsthand tenant. This applies throughout contractual relationship, payment of rent, maintenance of the apartment and possible disturbances to neighbors, etc.

If an apartment is rented secondhand without consent/permission by The Board, the tenancy/lease can be terminated in accordance with housing law/tenancy law and secondhand tenants are removed their right of use.

Also for shorter temporary rentals the same requirements apply. However, the association usually does not approve short-term sublets, as they are mainly of economic interest for the owner/firsthand tenant.

Bicycles

Bicycles should be parked in a bicycle room or in a bicycle rack. The property has three bicycle rooms. One of them can be found on the first basement level, the other two are located on the left-hand side of door 12 and to the right of door 10. There are also several bicycle racks outside.

Dishwasher and washing machine in the apartment

Installation of water-use machines should be done by a skilled person. Do not use the machines at times when they may interfere with surrounding areas. The house has a subdued noise level between 10pm and 7am on weekdays and 11pm to 9am on weekends.

Power failure

Before you call and report the error, check if only your own apartment is affected or if other parts of the house and/or street lighting are affected.

If only the own apartment is concerned, check that the apartment fuses have not resolved. There are also main fuses for each of the apartments in the electric cabinet located in the stairwell.

Error report

Failure of sewers, taps or toilets as well as drip from the radiators should immediately be reported. This is done to Nordstaden, which is the technical manager for the building.

Free escape routes

No items may be placed in common areas such as stairwells, basements and attic. It is also not allowed to place strollers, bikes or other belongings in the stairwell, as this prevents evacuation in case of fire.

Insurance

For each individual apartment, the respective owners have a far-reaching responsibility. All apartment owners must therefore buy a home insurance, including insurance to any damage which is not covered by the association's property insurance. Contact The Board if you need more information.

Sound, disturbance

Keep in mind that your floor is your neighbor's ceiling. Subdued sound levels should prevail in and around the property between 10pm and 7am on weekdays and 11pm to 9am on weekends.

Keep in mind that musical instruments, televisions, sound systems, drilling in walls, wooden shoes and other hard shoes etc. give away a lot of noise that easily travel through the body of the house.

If you are disturbed, however, take direct contact with the person that is causing the noise when it occurs and explain your discomfort. If you happen to be disturbed by the same neighbor more than once, please contact The Board.

Locked gates and doors

All doors must be kept closed and locked to prevent burglary in the property. The entry doors should be kept closed and locked to prevent unauthorized people from entering and small children and pets from getting out. If reason exist, the entry doors can be opened a shorter period during day time. The entrance doors to the stairwells should be kept closed at all times, especially during damp and rainy weather, to prevent them from being damaged by humidity.

Storage room

Each apartment has a larger attic or cellar storage area as well as a smaller "food storage". It is forbidden to take into possession other storage than those belonging to the apartment. If this happens, the housing association can open and empty it without letting you know.

Contact The Board if something is unclear or if you don't know which storage belong to your apartment.

Matt Whipping

Whipping of rugs and similar may not be done on the own balcony.

Renovations and refurbishments

All significant changes in the apartment must be approved by The Board before work can begin. Contact The Board in good time before you plan to start the renovation. More information about this can be found in the housing association's "Renovation Rules".

Garbage Disposal

Garbage must not be placed in our common areas, such as the stairwell, attic, basement and outside the apartment door.

It is your responsibility to organise and sort your waste. Included in your rent is waste dump for household garbage, newspapers and compost. These "moloks" are located at the side of the building, by entry door 10 and must only be used for their intended purpose. It is strictly forbidden to throw plastics and other – non-compostable materials – in the moloks.

Please note that your compostable waste must be thrown in special brown paper bags provided by the housing association before being placed in the "compost molok". The brown paper bags can be found in the basement, in a room opposite the laundry booking system.

Recycling centers for all <u>non-compostable materials</u>, such as: glass, metal, plastic, paper packaging and batteries are located at Solna Centrum and also on the other side of the railway, near Huvudsta.

If you must throw coarse dust or <u>hazardous waste</u> (paint, electricity, etc.), please do so at the mobile recycling stations provided by Solna City. Please find information about the mobile recycling stations on our notice boards by the entrance doors.

<u>To clarify:</u> only household garbage (that can be burnt without poisonous fumes appearing), newspapers, as well as compost (materials that can be turned into soil and spread on our fields and food crops) can be thrown in the moloks next to the building. Keep in mind that the cost of waste dump depends on the volume/weight of garbage produced by you.

Disturbing smoke

Smoking is not allowed in common areas of the property, nor immediately outside the entrances. Smoking on the balcony can be experienced as very disturbing by your neighbors since the smoke is easily spread to nearby balconies and into apartments through the ventilation system. You could also consider smoking on the street for everyone's health and comfort.

Barbecues on the balcony may only be made with an electric grill. The housing association has one common charcoal grill that all members can use – it is best placed at the back of the property. Contact The Board if you'd like to use it.

Security door

The association encourages all members to install security doors, because this increases fire safety in the property and usually leads to lower insurance fee.

Laundry Room

The common laundry room in the basement may be used between 7am and 10pm all week days. Not earlier or later since those living near the laundry area can otherwise be disturbed. If a booked time slot is not being utilized, you're free to use it after one (1) hour of the booker's failure to show up. You can keep your laundry in the drying machine, drying room or cabinet for up to 1 hour after your booked time slot.

You are responsible for cleaning up after the use of the laundry room. This includes emptying the filter in the drying machine, wet wiping of washing machines, tumble dryer and washbasins, as well as sweeping and wet cleaning the floor. It is not allowed to remove any laundry facilities, such as the laundry baskets and cleaning equipment.

More information is available in the laundry room.