

Registrateur se nommer van Deelplan SS324/2009
Die Registrateur van Aktes Kaapstad


**KENNISGEWING INGEVOLGE ARTIKEL 35(5) VAN DIE WET OP
DEELTITELS, 1986**

Ons, _____ en _____
(slegs twee trustees vereis om te teken), die ondergetekende trustees van die
regspersoon van die deeltitelskema bekend as die **Regspersoon van die Hibernian
Towers Deeltitelskema, No. SS324/2009** geleë te **Strand, in die Stad
Kaapstad** gee hierby kennis dat die regspersoon op _____ die
volgende reëls (in die Bylae uiteengesit) wat deur die trustees vir identifikasie
geparafeer is, vir die beheer en bestuur van die geboue gemaak het:

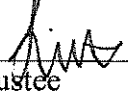
- (a) **Gedragreëls ter vervanging van, of tot wysiging van, die bestaande
Gedragreëls.**

Die Gedragreëls bedoel in paragraaf (b) is by spesiale besluit van die lede van die
regspersoon aanvaar.

Adres:
Die Trustees
Hibernian Towers Regspersoon
P/A JPS Trust
Posbus 638
Strand
7139



Trustee



Trustee

30/5/2015

Datum

Geliasseer in die Kantoor van die Registrateur van Aktes te Kaapstad
op _____

Geteken te Kaapstad op _____

Registrateur van Aktes: Kaapstad
(Ampseël)

Datum: _____

HIBERNIAN TOWERS

CONDUCT RULES

1. Animals, reptiles and birds

- (1) An owner or occupier of a section shall not keep any dog or cat in a section or on the common property.
- (2) An owner or occupier of a section shall not, without the consent in writing of the trustees, which approval may not unreasonably be withheld, keep any other animal, reptile or bird on a section or on the common property.
- (3) When granting such approval, the trustees may prescribe any reasonable condition. (See **Annexure A**)
- (4) The trustees may withdraw such approval in the event of any breach of any condition prescribed in terms of sub-rule (3).

2. Refuse removal

- (1) An owner or occupier of a section shall –
 - (a) maintain in an hygienic and dry condition, a receptacle for refuse within his section, his exclusive use area or on such part of the common property as may be authorised by the trustees in writing;
 - (b) ensure that before refuse is placed in such receptacle it is securely wrapped, or in the case of tins or other containers, completely drained;
 - (c) for the purpose of having the refuse collected, please place such receptacle within the area and at the times designated by the trustees;
 - (d) when the refuse has been collected, promptly return such receptacle to his section or other area referred to in paragraph (a).
 - (e) Commercial units to utilize the services of an outside contractor to remove their refuse. Commercial units may not utilize the refuse room, which has been provided for the exclusive use of the residential units.

Two handwritten signatures in black ink are located at the bottom right of the page. The first signature is a cursive 'de' and the second is a more complex cursive signature.

3. Vehicles

- (1) No owner or occupier shall park or stand any vehicle upon the common property, or permit or allow any vehicle to be parked or stood upon the common property, without the consent of the trustees in writing.
- (2) The trustees may cause to be removed, wheels clamped or towed away, at the risk and expense of the owner of the vehicle, including payment of a release penalty, any vehicle parked, standing or abandoned on the common property without the trustees' consent.
- (3) Owners and occupiers of sections shall ensure that their vehicles, and the vehicles of their visitors and guests, do not drip oil or brake fluid on to the common property or in any other way deface the common property.
- (4) No owner or occupier shall be permitted to dismantle or effect major repairs to any vehicle on any portion of the common property, an exclusive use area or in a section.
- (5) No vehicles may be washed on the premises.
- (6) Vehicles may be parked only on such areas of the scheme as are specifically indicated or approved by the Trustees for that purpose and in such a way that the flow of traffic and access to and from driveways and parking areas are not obstructed.
- (7) No trucks, caravans, trailers, boats or other heavy vehicles may be parked within the scheme without the prior written consent of the Trustees.
- (8) Vehicles parking or entering the scheme are subject to the express conditions that it is parked at the owner's risk and responsibility and that no liability shall attach to the Body Corporate or its agents or any of their employees for any loss or damage of whatever nature which the owners, or any other person claiming through or under him, may suffer in consequence of his vehicle having been parked on the common property.
- (9) Motor vehicles of visitors may only be parked on such areas as are specifically demarcated for that purpose. Where parking areas are demarcated for visitors, such areas may only be used for visitors parking and under no circumstances may any owner or occupant park their vehicles in such areas.
- (10) Owners shall ensure that their visitors park in the visitor parking areas and do not cause any obstruction.
- (11) An owner of a commercial section shall park or stand his vehicle and may permit or allow his employees, contractors, clients or customers to park or stand their vehicles on the parking areas (exclusive use areas) allocated to the commercial section that he owns.



4. **Damage, alterations or additions to the common property**

- (1) An owner or occupier of a section shall not:
- (a) 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 written consent of the trustees.
 - (b) drill into any concrete slab of any section or any other part of the building and / or common property due to the predetermined reinforcement of such concrete slabs. Any owners and / or occupier desiring such drilling operation shall be liable for the costs of a Structural Engineer's report, confirming that such drilling operation does not interfere with the structural reinforcement.
- (2) Notwithstanding sub-rule (1), an owner or person authorised by him may install –
- (a) any locking device, safety gate, burglar bars or other safety device for the protection of his section; or
 - (b) any screen, or other device to prevent the entry of animals or insects
- provided that the trustees have first approved in writing the nature and design of the device and the manner of installation.
- (3) An owner shall not attach or construct any additions, fittings or structures to the common property, or any part of the exterior of the building, including on a balcony, without the consent of the trustees in writing. Specifically with regard to air-conditioners the procedures set out in the Owner's Manual shall be followed.
- (4) Structural alteration shall mean an alteration, which is of a permanent nature, and which alters the form, structure or essential framework of the building or the section concerned. An owner shall comply with the procedure and conditions as set out in the Building Guidelines (See **Annexure B**) and with any other relevant provisions of the Act and the Management Rules, before he or she may construct a structural alteration to his or her section and/or the common property:

5. **Appearance from outside**

- (1) The owner or occupier of a section used for residential purposes shall not place or do anything on any part of the common property, including balconies, patios and gardens which, in the discretion of the trustees, is aesthetically displeasing or undesirable.
- (2) Owners and occupiers of sections shall ensure that their sections are provided with adequate curtaining or blinds. All curtains must have white linings, all blinds must be white or grey and all blinds and linings of curtains must be acceptable in the discretion of the trustees, when viewed from outside the sections.
- (3) Owners and occupiers of sections shall not attach film to the windows of their sections, without the written consent of the trustees.

6. Signs and notices

- (1) No owner or occupier of a section, used for residential purposes, shall place any sign, notice, billboard or advertisement of any kind whatsoever on any part of the common property or of a section, so as to be visible from outside the section, without the written consent of the trustees first having been obtained.
- (2) Owners and occupiers of the commercial and retail sections shall strictly adhere to the guidelines for signage of these sections and shall only use the nameboards as supplied for signage outside their section.

7. Littering

Subject to conduct rule 2, an owner or 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 buds, food scraps or any other litter whatsoever.

8. Laundry

An owner or occupier of a section shall not, without the consent in writing of the trustees, erect his own washing lines, nor hang any washing or laundry or any other items on any part of the building or the common property so as to be visible from the outside of the buildings or from any other sections.

9. Storage of inflammatory material and other dangerous acts

- (1) An owner or occupier shall not store any material, or do or permit or allow to be done, any other dangerous act in the building 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 is contrary to municipal regulations.
- (2) The above sub-rule also applies to owners of commercial sections, except that if activities and keeping of materials normally associated with their business should result in an increase of insurance premiums, such owner shall be liable for the increase in the premium, which may be added to his or her levies.

10. Letting and occupation of units

- (1) All tenants of units and other persons granted rights of occupancy by any owner of the relevant unit 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.




- (2) No owner or occupier of a section shall allow more than three people in a one bedroom residential unit or six adults in a three bedroom residential unit, or alternatively four adults and two children in a three bedroom residential unit (excepting in special circumstances for a short duration with authorization by the Trustees).
- (3) An owner may let or part with occupation of his section comprising a unit or section provided:
- (a) that no such letting and/or parting with occupation shall in any way release the owner from any of his obligations to the body corporate in terms of these rules or conduct rules or any house rules made in terms hereof or of the Act;
 - (b) that in order to retain the stable commercial and residential nature of the development, no short-term letting shall be permitted save through agent/agents appointed by the Trustees from time to time. The trustees shall, in their sole discretion, have the right to regulate all short-term letting to ensure the best interest of all owners and sections of the development.

11. Eradication of pests

An owner shall keep his section free of all pests including rats, cockroaches, flees, white ants, borer and other wood destroying insects and to this end shall permit the trustees, the managing agent, and their duly authorised agents or employees, to enter upon his section from time to time for the purpose of inspecting the section and taking such action as may be reasonably necessary to eradicate any such pests. The costs of the inspection, eradication of any such pests as may be found within the section, replacement of any woodwork or other material forming part of such section which may be damaged by any such pests shall be borne by the owner of the section concerned.

12. Behavior, noise, nuisance or disturbance

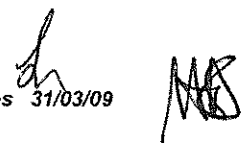
- (1) An owner or occupier of a section shall not at any time cause or permit any noise, nuisance, disturbance or disorderly conduct of whatsoever nature in a unit or any part of the common property.
- (2) All radios, hi-fi sets, televisions and music instruments must be kept at audio levels, which are reasonable in the discretion of the trustees.
- (3) No fires for braaiing purposes of any sort may be built on the common property. The only braais that may be used are the gas braais installed on the balconies. Extraction fans of gas braais must be used at all times when lighting a fire.
- (4) Alterations in units concomitant with noise, must take place between 08h00 and 17h00 on a Monday to Friday, excluding public holidays and between 08h00 and 12h00 on Saturdays.




- (5) Owners and occupiers shall be personally responsible to properly supervise their children to ensure that they do not cause a noise, nuisance or disturbance to other owners and occupiers of sections.
- (6) Owners and occupiers shall follow all security measures as set out in **Annexure C** and prescribed by the trustees from time to time.
- (7) Use of the Spa, Gym and Sauna shall be according to the rules and procedures appearing in the Owner's Manual as well as those prescribed by the trustees from time to time.
- (8) No owner or occupier of a section may, without the prior written consent of the trustees use the section for any purpose other than residential purposes, save for designated commercial use and/or retail.
- (9) Hibernian Towers is a smoke free area and no smoking is permitted in the commercial and retail areas, or passages, halls, lifts and common property. Persons who smoke within their section must ensure that the smoke does not go through open windows or doors into the passages or any other sections.

13. Rules applicable to non-residential sections only

- (1) The owners of the commercial and / or retail units shall have due regard to the rights of the occupiers of the residential units to privacy and peace.
- (2) The owners of the commercial and/or retail units are to operate their businesses within the guidelines as prescribed by the Local Authority with regard to trading hours and / or as decided by the members of the Body Corporate in a general meeting.
- (3) The Commercial and / or retail component pertaining to any food and / or beverage industry shall be obliged to install and maintain any extraction fans, to ensure that all odors emanating from any kitchen and / or service areas, do not in any way permeate into the building whatsoever. The noise levels of such extractors shall be kept below the maximum allowed in terms of the local authority guidelines. In the event of these levels being exceeded, the body corporate shall have the right to correct the equipment after professional advice has been obtained and all the charges relating to this work and consulting fees shall be debited by the body corporate to the owner of the commercial unit as a special levy.
- (4) The owners of the commercial and / or retail units re to ensure that the noise levels emanating from the use of the units shall not exceed the prescribed guidelines as lay down by the Local Authority. In the event of this rule being exceeded, the Body Corporate reserves the right to employ an independent security company o enforce this rule at the expense of the commercial and/ or retail units.



14. Imposition of penalties

- (1) If the conduct of an owner or occupier of a section or his workmen, contractor, domestic worker, visitor, guest or family member constitutes a nuisance in the opinion of the trustees, or a contravention of any Management Rule or Conduct Rule, notwithstanding sub-rule 3(4), the trustees may furnish the owner and occupier (if applicable) with a written notice, which in the discretion of the trustees may be delivered by hand, by email or by prepaid mail. In the notice, the particular conduct, which constitutes a nuisance, or the rule that has allegedly been contravened, shall be clearly indicated and the owner or occupier (if applicable) shall also be warned that if he continues with his conduct or contravention, a penalty will be imposed on him.
- (2) If the owner or occupier nevertheless persists with the particular conduct or in the contravention of the particular rule, the trustees may impose a penalty on the owner or occupier by way of a trustees' resolution.
- (3) The members may from time to time by way of an ordinary majority resolution in a general meeting, determine the amount of a penalty in respect of a contravention of a Conduct Rule.
- (4) The trustees shall inform the owner and occupier (if applicable) in writing of the penalty imposed. If the penalty is not paid within a period of seven (7) days after the owner and occupier (if applicable) has been notified thereof, it may be added to the contribution which the owner is obliged to pay in terms of section 37(1) of the Sectional Titles Act, Nr 95 of 1986 and claimed as part of the monthly levies payable by the owner.
- (5) If an owner and/or occupier (if applicable) wishes to appeal against the penalty imposed, he or they may do so in writing within a period of 30 (thirty) days of the date of the notice, stating the reasons for his or their appeal.
- (6) The trustees shall consider the written appeal of the owner and/or occupier (if applicable) referred to in sub-rule (5), and once considered, the trustees shall resolve as follows:
 - (a) To set the penalty aside, whereupon the trustees shall duly inform the owner and/or occupier (if applicable) thereof in writing, or
 - (b) To convene a trustees meeting to afford the owner and/or occupier (if applicable) with the opportunity to present his or their case at such trustees meeting, including presenting evidence, the calling of witnesses and the presentation of argument and the questioning of witnesses invited by the trustees to give evidence of the alleged nuisance or contravention of the Conduct Rule. A written notice by which the owner and occupier (if applicable) is informed of the purpose of the meeting and invited to attend, must be sent to the owner and occupier (if applicable) at least fourteen days before the meeting is held. After the owner and occupier (if applicable) have been given an opportunity to present his or their case, the trustees may confirm the penalty by way of a trustees' resolution or set the penalty aside.
- (7) The decision of the trustees referred to in sub-rule (6) (b) above shall be final and binding upon the owner and occupier (if applicable).

Handwritten signatures and initials, including a large stylized signature and the letters 'MS'.

- (8) All owners are obliged to encompass and set out the provisions contained in sub rules 1-7 in any agreement of lease that they may enter into with one or more lessees from time to time.

15. Guidelines and directives

- (1) The trustees shall from time to time prepare and revise Guidelines to control all aspects of the design and appearance of the buildings and structures on the premises, including any alterations or additions and may issue Guidelines or Directives in connection with any Conduct Rule.
- (2) The Guidelines and Directives shall provide direction as to the practical application of a Conduct Rule and shall contain practical arrangements pertaining to a Conduct Rule and may be included as an addendum to the conduct rules, in an Owner's Manual or be displayed in the building at the relevant areas. (Swimming pool, Gym, Lifts, etc.)
- (3) These Guidelines and Directives shall not be in conflict with any Management Rule or Conduct Rule and shall, by virtue of these Conduct Rules, be binding upon all owners.

-----000000-----



OWNER'S MANUAL

HIBERNIAN TOWERS

SECTIONAL TITLE SCHEME

SS NO /2009

dr MB

TABLE OF CONTENTS

| | PAGE |
|--|------|
| 1. USE AND MAINTENANCE OF EQUIPMENT | |
| 1.1 STAINLESS STEEL RAILS AND BRAAIS | 3 |
| 1.2 EXTRACTOR FANS | 3 |
| 1.3 BRAAIS ON BALCONIES | 3 |
| 1.4 ELEVATORS | 3 |
| 1.5 WINDOWS | 4 |
| 1.6 SLIDING DOORS | 4 |
| 1.7 UNITS – PERIODS OF UNOCCUPATION | 4 |
| 1.8 WIND DAMAGE – PREVENTION | 5 |
| 2. DESIGN GUIDELINES | |
| 2.1 BLINDS, CURTAINS, BALCONY FURNITURE | 5 |
| 2.2 AIR CONDITIONING UNITS | 5 |
| 2.3 CLOSING OF BALCONIES | 5 |
| 2.4 SHOP LAYOUTS, SIGNAGE AND INTERIOR DESIGNS | 5 |
| 2.5 SAFETY GATES AND BURGLAR BARS | 6 |
| 3. USE OF COMMON PROPERTY AREAS | |
| 3.1 SECURITY MEASURES | 6 |
| 3.2 REFUSE REMOVAL | 6 |
| 3.3 SWIMMING POOL | 6 |
| 3.4 SPA, GYM, SAUNA | 7 |
| 3.5 ROOF GARDENS | 7 |
| 3.6 SHOW HOUSES | 8 |
| 4. EMPLOYEES | |
| 4.1 MAINTENANCE MANAGER | 8 |
| 4.2 BODY CORPORATE EMPLOYEES AND CONTRACTORS | 8 |
| 4.3 OWNER EMPLOYEES | 9 |

dr 

1. USE AND MAINTENANCE OF EQUIPMENT

1.1 STAINLESS STEEL RAILS AND BRAAIS

- All stainless steel (canopies, balustrades, handles, hinges, etc.) in each unit as well as on the common property shall be polished every fortnight to avoid surface corrosion of the metal and prevent rust from forming. Rust that forms runs down the white outside walls of the building and damages the paint and outside appearance.
- Each owner shall take measures to ensure that stainless steel is cleaned regularly even when the unit is not occupied.
- The cleaning solution provided at handover (stainless steel polish 316) is highly recommended for this work; however any suitable stainless steel cleaning products may be used. If cleaning takes place more than once a week, normal soap and water will suffice.

1.2 EXTRACTOR FANS

- All bathrooms and toilets are fitted with extractor fans according to regulations. Maintenance of these fans is the responsibility of the owner of the unit.

1.3 BRAAIS ON BALCONIES

- Only gas braais shall be used on the balconies. Braais may only be placed on the counter below the extractor fan.
- Sand will constantly be deposited onto the balconies throughout the windy seasons. Continued cleaning and removal of the sand will be required. Do not wash the sand of the balcony with water from buckets, etc., as it may block the spouts and/or deface the external surfaces. Remove via the dustbin or take it by hand to the beach.

1.4 ELEVATORS

- The Maintenance Manager and Security must be fully informed to allow access and explain where to enter lifts and passages for moving furniture or any unusually big or heavy items.
- The fireman's lift is equipped with curtains for the transport of furniture and equipment. These curtains must be fitted by the Maintenance Manager before the lift is used for transportation of any furniture or equipment.
- No furniture that cannot fit in the fireman's lifts can be allowed into this building.
- No furniture will be allowed through the Kruger Street front door or the main entrance door on Beach Road.

Handwritten signatures in black ink, appearing to be initials or names, located at the bottom right of the page.

Offices and studio apartments

- Delivery vans small enough to enter parking garage must drive to the appropriate level and enter the floor through:
- door passage in front of Beach Road units: offices level 2
- door passage in front of Beach Road units: apartments level 3
- door passage in front of Beach Road units: apartments level 4

Front tower apartments on Beach road

- Park on level 3 at the 22-stop fireman's lift. (Lift 1). Use of lift will only be allowed when protective sheets are hanging.

Back tower apartments

- Park on level 1 (ground floor). Use the fireman's lift only when protective sheets are hanging.

Shops

- Only service doors on level 1 (ground floor) will be allowed. Door on Kruger Street for shops 2 to 10. Door on Sarel Cilliers Street for shop 1.

1.5 WINDOWS


- All glass and aluminium window frames must be kept clean at all times.
- Glazing gaskets must be polished at least once a month to protect from sun deterioration in the long-term.
- Vacuum around friction stays (hinges) to prevent surface corrosion and damage as a result of sand, dust and moisture.

1.6 SLIDING DOORS

- Sliding tracks must be cleaned on a regular basis. Tracks must be vacuumed, wiped with a dry cloth 1 x every fortnight.
- If opening a sliding door to any balcony, the front entrance door of the apartment **MUST** be kept closed. Due to differential pressures, the front door will slam closed and may injure or damage persons and property as a result.

1.7 UNITS – PERIODS OF UNOCCUPATION

- The traps on all systems must be kept full with water at all times.
- When leaving a unit unoccupied for a period, glycerine should be poured into all toilets and shower outlets to prevent water drying and sewerage smells entering the building.
- This includes washing machine, dishwasher, shower, bath, toilets, sinks and the trap in the geyser cupboard. Attend to it at least every 3 weeks.
- Power to all geysers should be turned off.
- Provision shall be made to clean stainless steel fortnightly.

Two handwritten signatures in black ink, one on the left and one on the right, located at the bottom right of the page.

1.8 WIND DAMAGE – PREVENTION

- Care should be taken during days when strong winds are blowing. Front doors should not be opened before sliding doors on the balcony are closed completely. The wind will blow the doors from their hinges.

2 DESIGN GUIDELINES

2.1 BLINDS, CURTAINS, BALCONY FURNITURE

- All curtains must have white linings, all blinds must be white and all blinds and linings of curtains must be acceptable in the discretion of the trustees, when viewed from outside the sections.
- Owners and occupiers of sections shall not attach film to the windows of their sections, without the written consent of the trustees.

2.2 AIR CONDITIONING UNITS

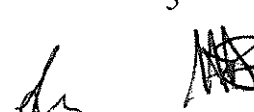
- No air conditioning units shall be installed in the studio apartments without first obtaining written approval from the Trustees. Since the design of the studio apartments does not allow air conditioning units to be built in the trustees have to inspect and approve the placement of the unit so as not to affect the outside appearance of the building.

2.3 CLOSING OF BALCONIES

- No closing of Balconies shall be allowed

2.4 SHOP LAYOUTS, SIGNAGE AND INTERIOR DESIGNS

- Interior designs must be submitted to the Trustees for approval. Layouts must allow maximum views on False Bay and environment. Natural light and views on streetscapes must not be blocked. Any wall or structure that will decrease natural lighting level and increase electrical consumption will not be allowed.
- Signage for Shops 2 – 10: Design to be applied on the glass & stainless steel board provided. No electricity will be allowed as part of the design.
- Signage for Shop 1: As shops 2 – 10 with the additional allowance of one outside sign on corner of Beach Road and Sarel Cilliers Street to be submitted to management for approval.
- Signage for offices will only be allowed on all direct outside walls of offices fronting to the inside.
- No external street front signs will be allowed.
- No electricity to signs.
- The use of stainless steel and glass will be preferred.



- Stickers, as on the atrium sliding doors, will be allowed on the glass front door and adjacent window.
- No stickers on balcony sliding doors or windows.

2.5 SAFETY GATES AND BURGLAR BARS

- No burglar proofing will be allowed on any windows, sliding doors and office doors without written application, consultation and subsequent written approval by the Trustees. Should Trustees not have been elected yet, approval has to be obtained from the Developer.
- One option could be to replace the door if a change in positions of ironmongery is required, i.e.
 - If apartment owners want front door security gates, the inward opening door could be changed to an outward opening door:
 - An outward opening doorframe can replace total doorframe.
 - The inward opening steel gate can be fixed to the doorframe.

3 USE OF COMMON PROPERTY AREAS

3.1 SECURITY MEASURES

- All cards and tags can be obtained from the Maintenance Manager.
- Strict record will be kept of all cards and tags distributed to owners.

3.2 REFUSE REMOVAL

- Refuse bins will be placed inside cleaning cupboards on every second floor.
- All plastic refuse bags shall be put into these bins by owners according to Conduct Rule 2
- The Trustees will monitor this refuse removal process and adapt or change it as necessary from time to time.

3.3 SWIMMING POOL

- The swimming pool is for the exclusive use by owners or occupants, but may be used by their visitors or guests provided that an owner or occupier accompanies them and that they comply with the rules. Owners or occupiers are responsible for the behaviour of their visitors or guests and shall ensure that their number at any one time is not such so as to prejudice the comfort, enjoyment or convenience of other owners or occupiers wishing to make use of the same.
- The Body Corporate absolves itself from any responsibility concerning the use of the pool and requires adult supervision of children less than 12 (twelve) years of age.

Two handwritten signatures are present at the bottom right of the page. The first signature is a cursive 'di' and the second is a more complex, stylized signature.

- In no way are the swimming pool equipment to be tampered with and the filter pipes may not be removed from the water.
- No foreign objects, including coins, stones, marbles and the like may be thrown or otherwise put into the pool.
- No inner tubes, airbeds and surfboards are permitted in the swimming pool.
- Unnecessary shouting, rowdiness and other anti-social conduct in the swimming pool are strictly forbidden.
- The swimming pool area may not be used during the hours of 20:00 to 06:00
- No alcohol is to be used in or around the swimming pool area.
- No glass objects are allowed around the swimming pool area.

3.4 SPA, GYM, SAUNA

- Costumes must be worn at all times
- Never touch or add excessive water to the elements – you will get burnt badly.
- Never add oil (scented) to any elements – this will cause ignition and fire.
- You should not spend more than 20 minutes in the sauna.

3.5 ROOF GARDENS

- The roof gardens are for the exclusive use by all owners or occupants, but may be used by their visitors or guests provided that an owner or occupier accompanies them and that they comply with the rules. Owners or occupiers are responsible for the behaviour of their visitors or guests and shall ensure that their number at any one time is not such so as to prejudice the comfort, enjoyment or convenience of other owners or occupiers wishing to make use of the same or who reside adjacent to the roof gardens.
- The roof garden area may not be used during the hours of 22:00 to 06:00.
- The roof garden areas must be left clean, tidy and litter free. All rubbish, including cigarette stubs, must be placed in the litterbins.
- No alcohol is to be used in or around the roof garden areas.
- No music is allowed around the roof garden areas.
- Walking aloud only on paved areas and not on pebbles.

Two handwritten signatures are present at the bottom right of the page. The first signature is a cursive 'dr' and the second is a more complex, stylized signature.

3.6 SHOW HOUSES

- Should an Owner wish to sell his apartment and in the event of a show house being required the following procedure needs to be strictly adhered to:
- The Owner needs to advise security seven days prior to the date in writing of the date and time of the intended showing as well as the agent employed to do such showing.
- On the date of showing the Owner needs to accompany the agent to security and advise security that it needs to advise the agent by intercom that the prospective purchaser/viewer has arrived at reception.
- It will then be the agent's responsibility to collect such persons at reception and take them to the apartment and then return them to reception after the viewing is completed. In the event of the apartment being unoccupied and/or not connected to the intercom the agent will be advised on his/her cell phone. At no time may the prospective purchasers enter the building unaccompanied.
- Show days will be restricted to Sundays between 14H00 – 18H00.
- Notwithstanding the above, the Trustees may impose additional rules as they deem fit to regulate show houses to ensure that the security and harmony of the residents of the building are not compromised.

4 EMPLOYEES

4.1 MAINTENANCE MANAGER

- The duties and responsibilities of the maintenance Manager are mainly to maintain all major equipment, systems, installations and instruments of the building.
- The Maintenance Manager is not a caretaker and is not responsible for any equipment inside a unit, is not responsible for the cleaning services and is not responsible for the security service company.
- The Maintenance Manager will look after and act in the best interest of the building and premises and will report to the trustees via the managing agent any and all relevant issues.

4.2 BODY CORPORATE EMPLOYEES AND CONTRACTORS

- Owners and occupiers may not request employees of the body corporate, the cleaning service or the security company to perform any tasks for them during their working hours.
- Owners and occupiers shall not interfere with employees of the body corporate, the cleaning service or the security company in the exercise of their duties. It will be the responsibility of the trustees to designate tasks to the body corporate employees or contractors.

Handwritten signatures in black ink, appearing to be initials or names, located at the bottom right of the page.

- The common property and all facilities, if any, shall be used by employees of owners or occupiers in such a manner and at such times as may be prescribed by the trustees from time to time.

4.3 OWNER EMPLOYEES

- The owner or occupier shall be responsible for the conduct of his employees, and for any person visiting such employees.
- An owner or occupier shall ensure that his employees comply with the Rules.

