



House rules

1 Introductory provisions

- 1.1 These house rules are created to ensure order and cleanliness in the house and premises, to ensure the conditions of proper use of residential and non-residential units (hereinafter collectively referred to as "units") and common areas and facilities in the house, public and non-public spaces (hereinafter jointly also as a "complex") for The Apartment Building no. 3361/17 and 3361/17a, land no. 432/2, cadastral territory of Smíchov at the address Prague 5, Smíchov, Staropramenná street (hereinafter referred to as the "house"), so as to create an environment in the house ensuring all tenants and users of the units the proper exercise of their rights.
- 1.2 The House Rules specifically regulate the conditions and manner of use of units and common parts of the house, while the basic regulation of mutual rights and obligations between landlord and tenants (users) of units is governed in particular by Act No. 89/2012 Coll., The Civil Code, as amended (hereinafter referred to as the "Civil Code").
- 1.3 The provisions of these House Rules are binding for all persons who use the units, common areas, facilities in the building, ie tenants or subtenants, users and all those who use the unit with them, members of their households and persons who visit them.
- 1.4 The person responsible for the management of the complex is the business company Akcent spol. s r. o., IČ: 48593885, with its registered office at Ostrovského 253/3, 150 00 (hereinafter only the administrator). Some administrative activities may be performed by a third party on the basis of a contract concluded with the administrator.
- 1.5 Contact details
The contact person of the administrator : **Ing. Jana Manychová, phone no.: +420 601 341 389, e-mail: spravce@rezidencestaropramenna.cz.**
24/7 help desk for emergencies is available on phone no.: **+420 602 682 878.**
Contact details required for communication with the landlord or the building administration are also listed on the notice board in the entrance halls of the house (hereinafter "notice board").
- 1.6 The House Rules are listed on the notice board in the entrance hall of the house.

2 Rights and obligations of tenants and users of units

- 2.1 The rights and obligations of tenants and users of units are regulated in particular by the Civil Code or legal regulations governing the administration of the house, rules for billing services related to the use of units, etc. If these house rules refer to tenants, this provision also applies to subtenants of units or users of units.
- 2.2 The tenant of the unit is obliged to use their unit and common areas of the house properly and at the same time is responsible for the correct use of the unit and common parts of the house by all persons living with them in the common household, visiting them (hereinafter "other persons") an living in their subleased unit (hereinafter referred to as "tenants").
- 2.3 In exercising their rights, the Tenant is obliged to ensure that an environment is created in the house ensuring other tenants of the units the undisturbed exercise of their rights, in particular the maintenance of order and cleanliness. The exercise of the rights and obligations of the Tenant of the unit must not, without a legal reason, interfere with the rights and legitimate interests of other persons and must not be contrary to good morals.



- 2.4 Construction and other significant modifications inside and outside the units are prohibited. Minor interventions in the walls (drilling and hammering) are allowed only with the written consent of the landlord.
- 2.5 The Tenant of the unit is obliged to pay attention to the rights and legitimate interests of other users of the units in the building, to obey the obligations arising from contracts, to comply with generally binding legal regulations and to heed the rules of decency and mutual consideration.
- 2.6 The Tenant of the unit is obliged to notify the administrator of the building of the need to make emergency repairs immediately after the discovery of the defect, otherwise he is responsible for damages that arise from a breach of this notification obligation.
- 2.7 The Tenant of the unit is obliged to maintain his unit and common parts, which are reserved for exclusive use as required by the sound condition and good appearance of the house, refrain from endangering, altering or damaging common areas or making it difficult to freely manage common areas and allow use of common areas to other persons. Each tenant of the unit is obliged to ensure compliance with the rules for the administration of the house and the use of common areas, as well as the fulfilment of the above obligations by persons to whom they allowed entry into the house or unit.
- 2.8 The Tenant of the unit is obliged to refrain from using the balconies and terraces as a warehouse, to ensure that objects placed on the balconies and terraces are secured against falling, when watering the plants placed here to ensure that water does not run into the lower floors. It is forbidden to place heavy objects (swimming pools, greenery containers, etc.) on balconies and terraces to an extent that would cause their disproportionate load.
- 2.8.1 It is forbidden to place solid fuel grills on all balconies and terraces, as they can cause permanent damage not only to the top walkable layer, but also to the bottom insulation.
- 2.8.2 All gardening work on the balcony or the terrace must take place on a tarpaulin so that soil and other dirt do not get into the floor structure.
- 2.9 The Tenant of the unit is not entitled to interfere in the facade in any way, to mount or attach anything on it (pergolas, clothes dryers, satellite dishes, etc.). In case of violation of this provision, the tenant is obliged to pay the cost of renovation of the entire part of the facade (from corner to corner).
- 2.10 The Tenant acknowledges that under no circumstances is he entitled to switch off the circuit breaker of the indoor air conditioning units (marked in red) or the main circuit breaker in the residential switchboard.
- 2.11 The tenant of the unit shall refrain from anything that prevents the maintenance, repair, reconstruction or other alteration of the house or land, which has been duly decided, if they are carried out inside the apartment or on a common part, which is used exclusively by the tenant of the unit. access. This also applies to the location, maintenance and inspection of equipment for measuring the consumption of water, gas, heat and other energy.
- 2.12 The Tenant of the unit is obliged, upon prior request, to allow the Landlord to enter the unit if an accident is eliminated or if its causes are identified. In exceptional cases, such as an accident or endangering the life and health of persons, etc., the apartment may be made available to the police without the prior consent of the tenant of the unit.
- 2.13 The Tenant is obliged to compensate for damages caused to other units or common areas or equipment of the house by themselves, other persons or persons to whom they allowed to enter the building.
- 2.14 The Tenant of the Unit is obliged to report to the Landlord (see the administrator's e-mail address) the number of persons living in the apartment for a period totalling at least ten consecutive days. When subleasing, the tenant reports the name and address of the person to whom they left the apartment for use, including the number of persons and the tenant's telephone and e-mail contact in case of emergency situations. Furthermore, the Tenant of the unit is obliged to notify the landlord of his absence from the apartment, which should be longer than two months, including the designation of the person who will ensure the possibility of entering the apartment during his absence, if necessary.



- 2.15 A Tenant who subleases his unit or leaves it for temporary use to third parties is responsible for ensuring that these persons comply with these House Rules in their entirety. In the event that the persons using the unit do not respect the principles associated with these house rules, the landlord will ask the tenant to repair or compensate for the damage.
- 2.16 The Tenant of the unit is obliged to provide the administrator of the unit with documents needed for labeling of the mailbox and doorbell. Labels are only exchanged by the administrator based on an e-mail request to the administrator's e-mail address from the unit tenant.

3 Use of common areas and premises

- 3.1 The common areas of the house are used only for purposes appropriate to their nature and purpose so as not to restrict the rights of other tenants in the house.
- 3.2 Placing and storing any objects is not allowed in common areas. Care must be taken to ensure that the areas leading to the exit of the building and serve as escape routes are not blocked in any way in the event of a fire or other natural disaster, and there must be no restricted passage. These areas are understood to be, in particular, entrances, passages, corridors, staircases, and other common areas with a similar purpose.
- 3.3 It is not permitted in common areas to store any items that could be a source of the spread of insects and rodents, and it is also forbidden to store special aromatic substances in common areas that require permanent ventilation.
- 3.4 All safety and fire protection measures must be observed throughout the premises, especially in common areas, car parks, cellars, terraces, it is strictly forbidden to store any chemicals, highly flammable substances, paints, oils, etc. Most of these substances are flammable, dangerous and require special storage. Any residue of paint, oil, thinner, petrol, detergents, chemicals, etc. must be handed in at the designated places for this purpose, ie collection yards and collection points
- 3.5 Any unjustified and unauthorized manipulation with heat, hot water, natural gas, water, electricity and low-current equipment (CCTV, burglar alarm, etc.) is prohibited. Fire protection equipment must be maintained in a proper condition and handled appropriately.
- 3.6 It is forbidden to park motor vehicles of all kinds (e. g. motorcycles and bicycles) and other means of transport on the premises.
- 3.7 It is forbidden to leave windows and doors in common areas permanently open.
- 3.8 There is a ban on smoking and handling open flames, a ban on the use of alcohol and drugs in common areas, in car parks and cellars.
- 3.9 The Tenant of the unit is not entitled to enter the premises by motor vehicle, motorcycle or other means of transport and allow any motor vehicle, motorcycle or other means of transport belonging to a third party to enter the premises, provided the Tenant has a valid parking contract. In such a case, the Tenant is entitled to enter the premises by motor vehicle or motorcycle, only by a marked route to his parking space. In the event that the Tenant of the unit will necessarily need to allow the entry of a motor vehicle or other means of transport into the premises, the Tenant is entitled to request an access to the premises of the car park on the administrator's phone no.: **+420 602 682 878**.
- 3.10 For security reasons, the Landlord has placed security video cameras with recording equipment inside and outside the house. Security video cameras are used to monitor the building and the premises in order to increase the safety of people and the protection of property. At the same time, the Landlord marked a written notice of monitoring with video cameras with recording at the entrances to the premises and the building.



4 Ensuring cleanliness and order

- 4.1 Tenants of units and other persons are obliged to maintain order and cleanliness in the house.
- 4.2 If the Tenant of the unit or the person allowed by the Tenant to enter the premises or house causes pollution of the common areas, they are obliged to remove this pollution immediately, otherwise it will be removed at their expense.
- 4.3 Garbage and waste shall only be dumped in containers designed for that purpose and in such a way as to maintain the greatest possible cleanliness and to comply with hygiene and fire protection measures. Containers for household waste must be placed only in places designated for this purpose:
- household waste bins are located at the separate premise inside the house,
 - containers for sorted waste are located at the intersection of Staropramenná and Vrázova streets
 - the address of the nearest collection yard is Puchmajerova ul., Prague 5.
- 4.4 According to the generally binding decree of the Statutory City of Prague, which establishes a system of collection, transport, sorting, use and disposal of municipal waste generated in the city, persons are obliged to collect, sort and hand over municipal waste separately for use and disposal to special collection containers - municipal waste, paper, plastics, glass, beverage cartons, biowaste, aluminum lids, metal packaging, etc. Bulky waste can only be disposed of in marked large-volume containers or collection yards.
- 4.5 All information on waste sorting and recycling is updated on the websites of the the Statutory City of Prague www.praha.eu or the Prague Services on the www.psas.cz. Every tenant of the unit undertakes to comply with such regulations.
- 4.6 It is forbidden to pour kitchen fats/oils or hazardous chemicals into any waste of the unit, flush hygiene items, packaging, etc. Each tenant is obliged to ensure that he and the persons allowed to use the unit properly dispose of fats/oils outside the premises, clean drain pipes (sinks, bathtubs, showers and kitchen) by properly disassembling and cleaning the siphon. It is obligatory to pay attention to waste sorting, instructions on packaging, especially when handling hazardous waste (orange warning sign on the packaging), electrical waste (transport to collection points), textiles (collection yard, charity, collection containers for this purpose), medicines (back to pharmacies), it is forbidden to throw these things into mixed waste.

5 Cellar cubicles and their use

- 5.1 Cellar cubicles shall be kept clean and tidy. If food is stored in cellars, its user shall take measures to ensure that it is not a source of insects or rodents. Otherwise, they will cover the costs of any deratization that needs to be carried out.
- 5.2 All safety and fire protection measures must be observed in cellar cubicles, the placement of highly flammable, flammable or otherwise dangerous substances and objects is prohibited.
- 5.3 Smoking and handling open flames are prohibited in cellar cubicles.

6 Car park and its use

- 6.1 Parking spaces may only be used for the purposes for which they were built. They must be kept clean and tidy.
- 6.2 It is necessary to observe all safety and fire protection measures in the parking lot (garage), it is forbidden to place and store any flammable or otherwise dangerous substances and objects there.



- 6.3 The rules for the use of the car park, garage and parking space are regulated by the Operating Rules of Car Park posted in the entrance hall of the house.

7 Information devices and their placement

- 7.1 The Tenant of the unit may not place notice boards, inscriptions and other information devices and objects on the external structures, on the house facade and inside the house without the consent of the Landlord.

8 Maintaining quiet in the area and its surroundings

- 8.1 The tenants of the units and other persons to whom the tenant has allowed the use of the unit are obliged to behave in such a way that they do not bother the neighbours with excessive noise without a justified reason.
- 8.2 The right to undisturbed rest requires that any noise must be avoided during rest periods, ie from 22:00 to 07:00 on weekdays and from 21:00 to 8:30 on weekends and public holidays. At this time, it is not permitted to play musical instruments, produce noise from audio visual equipment to a degree inappropriate to the conditions, perform noisy household and craft work (drilling, banging, etc.) and perform any activity causing noise.
- 8.3 It is forbidden to bother neighbours with dust, fly ash, smoke, gases, vapours, odours, solid and liquid waste, light, shielding and vibrations beyond a reasonable degree.

9 Use of electrical appliances, facilities and equipment

Before handling all electrical appliances and any equipment of the apartment, the tenant/subtenant is obliged to get acquainted with the instructions for use and manuals available on www.rezidencestaropramenna.cz.

10 Fire regulations

- 10.1 All tenants of the units are obliged to comply with the Fire Regulations and the Fire Alarm Directive, available at the main entrance and on www.rezidencestaropramenna.cz.
- 10.2 It is the duty of the tenant/subtenant to be acquainted with the fire evacuation plan, which is located on each floor in the lobby next to the elevators.
- 10.3 The fire button may ONLY be used in the event of a fire and is located on each floor of the lift lobby.

11 Breeding and keeping pets

- 11.1 The tenant (hereinafter also collectively referred to as the "breeder") bears full responsibility for the pets kept in the apartment, he is obliged to comply with hygiene, veterinary and safety regulations. At the same time, he is obliged to ensure that the right of use of other residents of the house is not disturbed, especially by smell, noise and pollution of common parts of the house.



- 11.2 The pet breeder is obliged to ensure that his animal does not pollute the common areas of the house and the premises. At the same time, he is obliged to immediately remove the dirt caused at the place where the pollution may be a nuisance to the inhabitants of the house. The Tenant is not entitled to walk domestic animals in the premises, but only to walk through the premises immediately and to ensure that the domestic animal is taken out of the premises.
- 11.3 The tenant has the right to keep an animal in the apartment, if the breeding does not cause the landlord or other residents of the house difficulties disproportionate to the conditions in the house. If the breeding of an animal causes the need for increased costs in the maintenance of common parts of the house, the tenant will reimburse these costs to the landlord. At the same time, the tenant is obliged to ensure that the right of use of other residents of the house is not disturbed (eg by howling, barking, smelling, bird whistling, etc.) or other unpleasant manifestations.
- 11.4 Every breeder of an animal is obliged to take such measures that the life, health and property of other persons are not endangered by breeding and that civil disputes are prevented.
- 11.5 The breeder, or another person who moves with the dog in the common areas of the house, must secure the dog in such a way that it can not damage strangers or common property, can not harass and endanger the health of other citizens, ie prevent free movement of the animal (without a leash). The breeder must not keep and feed the animals in the common areas, he must ensure that the animals kept by him do not contaminate the common areas or the areas and the sidewalk in front of the area with any feces.
- 11.6 As the law does not allow the breeding of noisy pets (dogs, birds, etc.) to be prohibited, owners ask tenants not to support such noise sources with respect to other home users, or ensure that these animals do not interfere with the privacy of another unit.
- 11.7 The tenant is expressly forbidden to keep any farm and dangerous animals.

12 Obligations in case of fire, gas leakage and extraordinary events

- 12.1 Every tenant of the unit and other persons are obliged to act in such a way as to prevent fire and gas leakage. In the event of a fire, everyone is obliged to try to eliminate it by available means (wall hydrant, fire extinguishers, etc.). Every fire must be reported immediately to firefighters on telephone numbers 150 or 112 (single European emergency number) and the administrator.
- 12.2 In the event of an emergency, the relevant emergency call shall be made: Rescue Services 155, Police of the Czech Republic 158 and such a case shall be reported immediately to the community or the administrator on the telephone numbers listed above.
- 12.3 Each tenant of the unit was acquainted with the safety solution of the house (fire safety solution, main water and gas shut-off valves, electrical switchboards, etc.) and was informed about the procedure in case of accident, fire, water or gas leakage, electricity failure (whole building).

13 Access to the house and premises

- 13.1 Each Tenant of the unit is obliged to ensure that he does not let in any persons who were not invited directly by them.
- 13.2 It is strictly forbidden to make copies of the entrance chips. Entrance chips can only be issued by the administrator who keeps records of them.
- 13.3 Based on the tenant's order and on his behalf, the administrator will have chips and name plates for bells and mailboxes made.



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13.4 In the event of loss, malfunction, damage or theft of the entrance chip, its holder is obliged to immediately notify the landlord or the administrator.

14 Final provisions

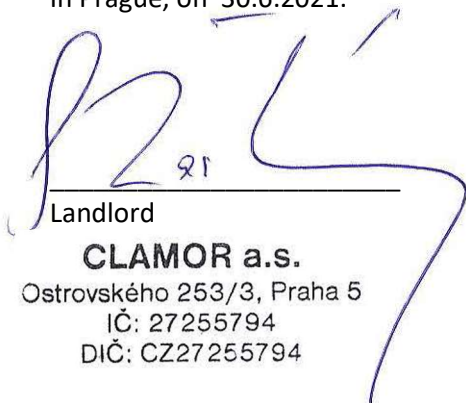
14.1 The House Rules do not affect the rights and obligations arising from other legal regulations.

14.2 The house rules must be part of every lease agreement for the unit and the tenant must confirm in writing that they have read them and agree with them.

14.3 Violation of the provisions of the House Rules may be considered a misdemeanor pursuant to Act No. 251/2016 Coll., On Certain Misdemeanors, and Act No. 250/2016 Coll., On Liability for Misdemeanors and Proceedings Concerning Them.

14.4 These House Rules shall enter into force on 30.6.2021.

In Prague, on 30.6.2021.



Landlord

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