

These order regulations are followed in Domus Arctica -säätio's apartments. Read the order regulations carefully, they have been made for the tenants' benefit and by following them you will help to keep the rents at a reasonable level. In addition to the general laws, regulations given by the local police force and the rental legislation the tenants must follow these rules:

**GENERAL**

1. The front doors will be kept locked around the clock. Leaving the doors open might cause considerable damage.
2. Prevent unauthorised trespassing and access to buildings, yards and especially into the communal premises. If necessary, contact the DAS office or the police.
3. Undue disturbance and noise is forbidden at night time between 10 p.m. and 7 a.m. Parties and other gatherings continuing after 10 p.m. are permitted only with the neighbours' consent.
4. Playing music too loud and making other loud noise is forbidden also during the daytime.
5. For all tenants' comfortable living smoking is forbidden near air vents, in children's playgrounds or in common balconies. Cigarette butts must be cleaned to the ashtrays and at the same time pay attention so that there won't be any danger of fire.
6. Pets may be kept in the shared flats only with the consent of all the tenants. Pets must be held fast outside of the apartment. Pets must be kept so that they don't disturb the tenants or other people visiting the apartments, and so that they don't mess the buildings or the yard. It is forbidden to exercise pets in children's' playgrounds. It is also forbidden to take pets to shared premises of the buildings. Owner of the pet is responsible for cleaning the mess immediately caused by the pet in the apartment, yard or shared premises. Pets must not be taken to shared spaces in the apartment or the apartment building.
7. Tenant is responsible for his/her guests and that they also follow these order regulations. Long term visitations must be avoided.
8. Persons who have no tenancy agreement with DAS are not allowed to live in the apartment.
9. Tenants' own notices may be attached only on the open notice boards and only with the consent of the owner of the property.

**APARTMENTS**

10. Shower drain must be cleaned regularly by tenant. Vents must be kept clean and must not be blocked in any way.
11. Use only approved antenna leads when installing the Cable-TV sets. It is not allowed to use home-made aerials.

**SHARED PREMISES**

12. The apartment's shared areas are all tenants' responsibility to care for and they must be kept clean and the lights turned off when leaving. Furniture, other fittings, newspapers etc. provided in the communal premises for communal use must not be removed
13. Keeping the balconies clean and safe requires that:
  - Game or any other objects may not be left hanging from balconies
  - Balconies must not be used as storages and in winter snow must be removed
  - Barbecuing is not allowed on balconies
  - Rugs, bedclothes etc. can be brushed only on the racks provided for this purpose or on dusting balconies between 8 a.m . and 8 pm.
14. Keeping the staircases safe, clean and homey requires that:
  - Fire doors are kept closed and fairways free
  - The apartments are not aired into the staircases
  - Shoes, rugs or other property are not stored in the staircases
15. The common sauna turns will be informed separately. Laundry and sauna turns are reserved through the electronic booking system. The users of the saunas and laundries agree to follow the given instructions and rules.

16. Bicycles and sport(s) equipment must be kept in the space provided for them. Bicycles and skis must not be left leaning against the walls or in cellars or staircases. Prams must be kept in the stores provided for them. It is not allowed to keep fuel or any other highly flammable liquids in storage space.

#### **WASTE MANAGEMENT**

17. Do not throw solid or non-decomposable objects such as coffee grounds or babies' nappies etc. down the toilet. These might cause a blockage in the drain. In the event of pipe blockage immediately contact the maintenance service staff.
18. Domestic waste and other rubbish must be packed and taken to the waste containers. In addition, the regulations concerning the sorting of waste must be taken into account. Environmentally dangerous waste must be taken to the space reserved for it by the authorities.

#### **YARDS**

19. Keeping the yards clean requires that:
- rubbish and waste is placed in the bins provided
  - the yards are not used as storage space
  - lawns and scrubs are not damaged
  - cars are parked in parking areas reserved for parking
  - guest parking is meant only for temporarily parking
  - parking anywhere else than to marked parking spaces is forbidden
20. Installing antennas, ad shields or other structures that affect the building's façade is forbidden.
21. It is not allowed to use inside heater in cars.

#### **RESPONSIBILITY OF INFORMING**

22. Immediately inform the maintenance service staff of all the defects liable to cause danger or considerable damage in your own flat or elsewhere. These include burst pipes and electrical faults. Smaller defects can be reported by using the "note of fault" in [www.das.fi](http://www.das.fi).
23. The order in the apartment building premises is maintained by DAS, by the tenant committees, tutor tenants and if necessary, by security service. Breaking the order regulations may lead to demand of damages and calling off the tenancy agreement.

#### **INCEPTION**

These order regulations have been accepted in the Domus Arctica -säätiö joint meeting of the tenant committees on 20 October 2016 and in the meeting of the Board of Domus Arctica -säätiö on 12. December 2016. These regulations will be valid from 1 January 2017.

