

§ 20 House rules for the tenancy agreement (2025 version)

Living together in a household requires mutual consideration and tolerance. The following house rules are a legally binding part of your tenancy agreement.

The purpose of the house rules is to ensure a peaceful and quiet living environment, to maintain the building, flat and outdoor facilities and to ensure and preserve a well-kept living space. The landlord may subsequently issue, supplement, amend or revoke these regulations insofar as this is necessary in the interests of proper management of the building and is reasonable for the tenant. The tenant will be informed in writing of any new or amended regulations.

1. Noise prevention

Please observe the quiet hours from 1 p.m. to 3 p.m. and from 10 p.m. to 7 a.m. Please limit noisy work to weekdays, Monday to Saturday, 8 a.m. to 1 p.m. and 3 p.m. to 6 p.m. The statutory quiet hours apply all day on Sundays and public holidays from midnight to midnight. In addition, indoor noise must be kept to a such a level that it cannot be heard outside the property. When playing games and sports in the grounds, consideration must be shown towards other residents and plants. Team games (e.g. football) are not permitted within our outdoor area.

2. Use of the rented property, common rooms, facilities and grounds

The tenant must treat the flat as well as the rooms, facilities and grounds intended for communal use with care and attention and keep them properly clean. The tenant must ensure that the flat he/she has rented is sufficiently ventilated and heated. To reduce the risk of legionella and for his/her own protection against legionella, the tenant must ensure that all water supply pipes in the flat are flushed every 72 hours. If this is not possible, please instruct a third party or discuss suitable options with the property management.

Please immediately report any damage to the building, the rented rooms and the outside facilities to the landlord. The tenant is liable for damage caused by culpable breach of the duty of care and notification incumbent upon him/her, in particular if technical equipment and other facilities are handled improperly, the rented rooms are insufficiently ventilated and heated or insufficiently protected against frost or the operating instructions for technical equipment, in particular washing machines, lifts and antennas, are not observed. The tenant shall also be liable in the same way for damage culpably caused by his/her relatives, domestic workers, subtenants and persons who stay with or visit the tenant with his/her consent.

The laundry facilities, if available, can be used for a separate charge.

3. Cost-conscious behaviour

By taking care when using the building, facilities and other installations, you and your family members can make a significant contribution to ensuring that the entire residential complex looks well-maintained and that you do not incur unnecessary costs.

4. Building cleaning

If the cleaning of the building has not been assigned to a third party or organised in some other way, it is carried out by all tenants on a rotating basis. Building entrances, corridors, basement and attic passageways, stairs, landings, stairwell windows and banisters, building and basement doors, doorbells, building letterboxes and all rooms, areas and facilities intended for common use should be cleaned regularly. Please always use the appropriate cleaning products. Please also ensure that

the rooms mentioned are regularly and adequately ventilated. The landlord is entitled to hire a cleaning company to clean the property at his own discretion and to pass on the costs to the tenants.

5. Basement and storage use

The basement or storage room allocated to you is for use as a storage room for decorations or seasonal items. Please clean and ventilate it at regular intervals. Basement rooms are considered damp rooms and are therefore not suitable for storing high-value goods (e.g. furniture, electrical appliances, clothing).

6. Waste disposal / waste separation

Please dispose of the waste produced in your household in the waste bins provided. Food waste and grease must not be disposed of down the toilet or sink. Please use the waste bins provided for this purpose and pack the food waste and fat sufficiently beforehand. A drain clogged with grease and food waste could be expensive for you.

Please use the containers provided for sorting waste (paper, glass, plastic, etc.). This helps to keep your operating costs down. For fire safety reasons, please do not dispose of waste paper, advertising material, etc. in the stairwell or other communal areas. These must only be disposed of in the paper and waste bins provided for this purpose.

7. Bulky waste

Bulky waste can be stored temporarily in your own area of the basement until the next collection. It is strictly forbidden to leave or store bulky waste on balconies, terraces and loggias, in stairwells, communal areas and refuse sheds, as this is not in observance of fire safety regulations, which means that insurance cover will be invalidated. Please take any accumulated bulky waste to the nearest collection point immediately or make use of the town or city's collection services. As each town and city has its own waste regulations, please check their homepage or contact the waste disposal company in your town or city directly. Highly flammable objects such as old engines, used oil, etc. must not be stored in the above-mentioned premises.

8. Feeding animals

Feeding animals is strictly forbidden, as the food not only attracts birds but also vermin of all kinds. Feeding pigeons is also prohibited, as the animals' droppings contain substances that can cause serious illness in humans. Non-compliance may lead to prosecution. If you notice the presence of vermin, please inform the property management immediately.

9. Keeping pets

Pets, e.g. cats and dogs, may only be kept with the landlord's permission. Permission is not required for small animals such as birds, fish, guinea pigs, etc. Please refer to the “Information sheet on keeping pets” provided when the contract was signed.

10. Escape routes

Entrances, hallways and basement passageways are escape routes. Please keep these clear in your own interest. Storing objects of any kind in these areas is therefore prohibited.

11. Safety instructions

Unauthorised persons must be denied access to the building. Please make sure that the front door is locked. Basement, storage and courtyard doors must always be kept locked. Please also close the stairwell, basement and attic windows at night, during storms and rain and during the colder months.

12. Nameplates

All nameplates are uniformly designed by the landlord at the tenant's expense. It is not permitted to put up your own nameplate.

13. Barbecues

Barbecuing on balconies, terraces, loggias and in outdoor areas is only allowed in exceptional cases and only with an electric grill. This must not cause any odour nuisance to neighbours. Fire regulations must be observed.

14. Composting

Composting waste on balconies, terraces and loggias is not permitted. Please use the organic waste bins provided for this purpose.

15. Satellite dishes and flat antennas

The installation of satellite dishes and flat antennas is prohibited and will not be tolerated.

16. Footpaths

For safety reasons, driving on the footpaths within the residential complex with motor vehicles, furniture vans or motorcycles is not permitted. Emergency vehicles, as well as those of companies commissioned by the landlord, are granted an exemption.

17. Communal facilities

As the existing laundry rooms, drying rooms and other communal facilities cannot be used by all tenants at the same time, a set of usage rules governs their use. Please treat all appliances and facilities with care so that they are always available to you and your fellow residents in a usable condition. Please also observe the rules for drying laundry. If you use your balcony to dry small items of laundry instead of the communal facilities, please hang them up so that they do not protrude over the balcony railing.

18. Balcony and loggia use

Placing flower pots etc. on the outside ledges of windows, balconies/loggias is not permitted. Flower boxes or flower pots may only be placed on the inside of balconies/loggias. They must be secured in such a way that they cannot fall down, even during storms. Furnishings, with the exception of a parasol, must not exceed the height of the balcony railing and must not be visible from the outside. When cleaning the balconies/loggias and watering plants, please ensure that the façade is not soiled and that the water does not drip onto windows, balconies or passers-by. Carpets, upholstered furniture, beds, mattresses and other items must not be cleaned or visibly hung up in the stairwell or on balconies/loggias. Nothing may be thrown or poured out of the windows or from balconies/loggias.

19. Batteries/chargers

Charging and storing any battery, e.g. for e-bikes, e-scooters and e-wheelchairs, is prohibited in the communal rooms and in the rented basement area due to lack of supervision and an increased risk of fire and explosion. Please store your battery only in your flat and only charge it under supervision and in accordance with the operating instructions.

20. Temporary living

Subletting parts of the flat is only permitted with the prior consent of the landlord. Subletting the entire flat or even short-term subletting of the entire flat is not permitted, and the landlord's consent will not be granted. In the event of violations, the tenancy will be terminated after a prior warning.

These house rules are an integral part of the rental agreement concluded with you. Our caretakers ensure that the house rules are observed in the interests of all residents. Please support the community by behaving in accordance with the contract.

This translation of the house rules is NOT part of the rental agreement.