

Rules to follow in Brf Ekhammar

November 2019

- We're all responsible for creating a well-being within our apartment and it's surroundings
- The purpose of the apartment lease is for the tenant to live there permanently.
- The annual fee is paid monthly. Pay on time.
- Seek permission from the board if you need to sublet the apartment.
- The association charges an administrative monthly fee for subletting the apartment.
- When subletting, you're still responsible for the apartment. Read the association's statutes and rules of procedure. Follow them.
- Stay informed. Search for current information and find out who's the elected representatives within the board and other functions of the association.
- Important information is posted at each entry.
- The most complete information about the association is collected on our website.
(<https://www.hsb.se/stockholm/brf/ekhammar/>)
- The Board distributes various information sheets if needed.

The neighborhood

- Show respect to your neighbors.
- If you are disturbed, talk to the person who is disturbing, or report the disturbance to the board.
- Respect times when it should be quiet in the house. (night time 22:00 - 7:00)
- Respect times when construction noise is inappropriate.
(Monday to Friday 8am - 7pm, Saturday 9am - 4pm)

Car traffic and parking

- Car traffic is only allowed for loading and unloading of goods. While doing this, you can leave the vehicle outside the entry for a maximum of 10 minutes.
- Regular parking inside the gates is prohibited. If not followed, a ticket will be assigned.
- You can use the parking area as accommodation in the association. However, only a private car is allowed.
- You must pay the parking fee on the regular parking and the receipt for this should be clearly visible.
- Within the garages you can only park your own private car.
- You must not stuff your parking space in the garages with belongings.
- Tires are best stored at a storage company.
- You need to make sure the garage door is properly locked when you leave.
- The housing parking permit is only for the residents. When requested, you need to certify that you are the owner/user of the vehicle.
- The housing parking certificate is a document of value.
- Do not place bicycles or mopeds loosely on area.
- There are parking spaces for mopeds and motorcycles.

Garbage and food waste

- It is carefully regulated which garbage goes where.
- Read the rules and do follow them.
- Close the garbage containers. Otherwise the birds will spread litter.
- Make sure to leave no garbages outside the cointainers.
- Read carefully which items that do not belong in the general containers.
- You are responsible for driving these items to the municipal recycling stations.
- Read on the municipality's website where these recycling plants are located.

Maintenance and repairs

- The tenant is responsible for the maintenance and repair of the interior of the apartment, including the surface layers, appliances, the front door and the like.
- Please make sure to get your own home insurance and the housing allowance (brf-tillägg).
- Contact the board if you plan to renovate your apartment to obtain information and directions.
- Inform the board if you are planning any major changes within the apartment.
- Nothing but toilet paper may be thrown into the toilet.
- Are you going to renovate the bathroom? Inform the board to obtain instructions.
- All old wall-mounted wells (if they remain) should be replaced with floor wells.
- To report error, call during 08:00-16:30hrs mon-fri: 010 - 442 11 00
- Neither the board or the local HSB office administrates the error report. Please contact the number above for this service.
- Report the error as soon as you notice that something is not working. Redo the notification if it still does not work within 48hrs, unless there is no notifications.
- If there is an emergency, call 112.

Stairwell

- The stairwell must be kept free. No items such as furnitures, cushions, shoes, carpets, flowers etc should be found here.
- Lower parts for strollers and handicap aids (rollators) without cushions and without anything that can be combustible may be placed under the stairs.

Laundry

- Only the residents in the properties can wash in the association's laundry rooms and only for their own use.
- You can only wash during daytime, 07:00 – 22:00 hrs. No pets are allowed and children may only be visiting with an accompanying adult.
- Do not exceed the time limit while using the laundry. Remove the booking cylinder if you do not want to use the booked time and move it to parking mode when you are done.
- Keep clean within the laundry rooms.
- Make an error report to the caretaker if something in the laundry room does not work.
- Follow the rules in the sauna if you want to use it.

Association premises and common areas

- The association hall may only be borrowed by the members for a private event, such as festive parties or children parties.
- Keep clean the hall clean. Clean up after your visit and follow the rules.
- Be concerned about our outdoor environment, playgrounds and plantings. Don't litter and clean up after you.

Balconies and patios, pets

- Follow the rules for the expansion and maintenance of balconies and patios.
- Contact the board and apply for a permit when you wish to expand or renovate.
- Don't throw things from balconies. No items may be hung over the ledges, such as clotheslines or laundry.
- All balcony drawers must be placed inside the balcony railing.
- The satellite dish must not extend out from the balcony or be fixed on the facade.
- Do not smoke in our stairwells and do not throw any cigarette butts nearby the entries.
- Only electric grills are allowed on the balcony. If you want to use open fire while barbequeing, you can do it outdoors, for example at the association's barbecue area.

- Contact HSB's local administrative office if you need to know which suppliers the association has used, for example when switching windows to be more energy efficient.
- Keep an eye on your pets. The dog should not be rested in the area and should be kept in a leash. Do not allow the dog to bark constantly on the balcony or in the apartment.
- Make sure your cats have their own box to be able to make their needs there. The association's sandboxes and the gravel of the playgrounds are meant for the children.
- It is important that you have your own home insurance that covers all possible needs in the event of an injury and the housing allowance.