



## Campus Lodge Tenant / Student Rules

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### **VISITORS**

All visitors must adhere to the campus lodge tenant rules. Tenants are responsible for their visitors and their behaviour. Tenants must accompany their visitors at all times and ensure that they understand and abide by the Campus Lodge Rules. Overnight guests are not permitted

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### **SMOKING**

The country's smoking laws apply strictly to the house and premises. Smoking is strictly prohibited in the house, it's rooms and any of the communal areas, lounges, hallways, corridors, stairwells, bedrooms or internal courtyard areas. This is for the well-being of all residents and the fabric of the house itself.

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### **VEHICLES**

Tenants only are allowed to keep one vehicle / motor bike or moped on the Premises. The details of this vehicle must be registered with Campus Lodge. Each tenant is allowed one vehicle / Motor bike / Moped. All vehicles must be kept in a road worthy state and any alarm systems should be reliable and not cause a disturbance to other residents or neighbours. Any damage caused to the paving by leaking fluids, to the structure of the premises, fences, gates or other vehicles will be for the account of the individual concerned. Parking on the premises by visitors is strictly forbidden. All vehicles are parked on the Premises at the owners own risk and Campus Lodge will not be held liable for any loss or damage to any vehicles on the Premises.

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### **BICYCLES**

Campus Lodge has safe and secure bicycle storage areas. Bicycles must not be parked or stored in any communal / shared area, room or inside the house.

The tenants are solely responsible for protecting their bicycles by always locking them in the designated bicycle storage area.

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### **RE-CYCLING REFUSE DISPOSAL**

At Campus Lodge we are keen to do as much as we can for the environment. Therefore, only the allocated municipal refuse bins should be used. For the purposes of recycling paper, plastic and glass bottles should be separated into the supplied bins. Uncooked organic waste should be separated and where appropriate disposed of in the composter in the garden.

Refuse must never be left in the hallway, the house or on the Premises at any time.

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### **NOISE / RESPECT FOR OTHERS**

Out of consideration for fellow tenants and neighbours it is essential that the "Quiet Time" between 2200hrs and 0800hrs is strictly observed. During the daytime hours all tenants must be considerate and refrain from making excessive noise using excessively loud audio / media equipment.

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### **LAUNDRY, WASHING AND DRYING MACHINES**

Tenants must always use the washing and drying machines responsibly and treat them in a way that ensures their longevity.

Cloths must be removed from the machines as soon as the cycle has finished. In the interest of minimizing the use of electricity laundry should be dried on the outdoor laundry lines provided. In consideration for the visual impact please do not hang laundry out of windows or from fence lines.

It is essential for the Tenant's convenience and for protection of your deposits that tenants immediately report any defects or ill use of the machines to the Campus Lodge team.

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# CAMPUS LODGE

## ROOMS

The rooms, furniture, fittings and equipment must be treated with care and respect and handed back at checkout in the same condition as at check-in.

Each Tenant will be held accountable and must:

- Keep their allocated room clean and tidy;
- Ensure that the Room and Premises are kept secure from intrusion of unauthorized persons;
- Wash any dirty pots, pans and cutlery only in the kitchen sinks provided;
- Notify the Campus Lodge team immediately of all repairs or maintenance requirements.

Tenants are individually and jointly accountable to:

- Not allow any sleepovers.
- Not allow anyone else to stay in the allocated room when the Tenant is not there.
- Never sublet, or assign the whole or any part of, the Room or any of our rights under the Service and Residence Agreement, nor part with the possessions, or share occupation, of the Room.
- Not alter or damage the Room or Room Inventory.
- Not damage or mark or change the decorative finish of the Room.
- Not use nails or press stick to hang items on the walls.
- Not remove any Room Inventory items.
- Not attempt to carry out any repairs or maintenance work to any part of our Room, the Building or Premises.
- Not tamper with or adjust safety controls to any windows or doors, such as to override the safety mechanism.
- Not use any Room, nor allow anyone else to do so, for any activity which is dangerous, offensive, noisome, illegal or immoral.
- Not bring any of the following items into the rooms without the prior written consent of Campus Lodge: Upholstered furniture, Heating equipment, Any other electrical equipment

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## CARE OF THE SHARED AREAS

Tenants will held individually and jointly accountable to:

- Keep Shared Areas in a clean, tidy and hygienic condition.
- Ensure that the Building and Premises are kept secure from intrusion of unauthorized persons (including shutting of windows and doors when you leave).
- Prepare and cook food only in the shared kitchens provided or at the braai area.
- Clean the braai and surrounding area immediately after use.
- Notify Campus Lodge immediately for any repairs or maintenance request.
- Not alter, damage, litter or obstruct the use of the Shared Areas, the Building or the Premises.
- Not damage or mark or change the decorative finish of the Shared Areas.
- Not remove any items provided in the Shared Areas.
- Not attempt to carry out any repairs or maintenance work to any part of the Building.
- Not tamper with or adjust safety controls to any windows or doors, such as to override the safety mechanism.
- Not use any communal area, Building or Premises, nor allow anyone else to do so, for any activity which is dangerous, offensive, noisome, illegal or immoral.

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## SWIMMING POOL

Campus Lodge is one of the few student houses with a swimming pool. We are able to keep it in use in these times of severe water restrictions through the use of rain water capture systems and an anti-evaporation cover. The pool is serviced weekly by a professional pool service company.

Tenants have access to the pool for their own use only and must:

- Remove and replace the cover immediately before and after swimming
- Not attempt to swim under the cover or jump onto it



# CAMPUS LODGE

- Wear only purpose made swimming attire
  - Not drink or consume any beverage or food in the pool
  - Not run, jump or dive into the pool
  - Avoid using the pool if you have the flu, open wounds or warts
  - Not tamper with the pool filtering /pump systems
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## **DRUG USE (ZERO TOLERANCE)**

The unlawful use manufacture, distribution or selling of illegal drugs or narcotics by Campus Lodge Tenants is absolutely forbidden and Tenants must always comply with all relevant legislation, and other legal requirements, of South Africa.

- Tenants must report to Campus Lodge the presence of any illegal drugs or substances on the Premises.
  - The possession and/or use of prohibited substances is against the law and will be treated and reported as a felony and is a breach of the Rental and Services Agreement.
  - The possession and or use of prohibited substances is a breach of the Service and Tenant Agreement.
  - Anyone caught in violation of this requirement will be required to vacate their Rooms and the Premises forthwith
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## **VIOLENCE, VANDALISM, DAMAGE, MISUSE, HARASSMENT OR THEFT (ZERO TOLERANCE)**

Tenants must never:

- use, threaten, harass or commit any violence against any other student, visitor or Campus Lodge staff member.
- cause any harm, damage, distress, disturbance or annoyance to fellow students, either verbally, physically or to their property.
- damage, misuse or tamper with any of the furniture or equipment that Campus Lodge provides.
- vandalize any Campus Lodge property, on the Premises or in any Room, Communal or Shared area.
- steal.
- commit any form of harassment on the grounds of race, religion, sex or disability.

Should anyone be found guilty or caught in violation of these requirements, they will be required to vacate their Rooms and the Premises forthwith.

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## **BANNED ITEMS AND ACTIVITIES**

Tenants will not bring onto, store, keep or use within the Room, Communal Areas or Premises any of the following:

- Animals or pets of any description;
- Liquid or gaseous fuel, noxious or explosive substances or gas, paraffin or gas heater, cookers, candles or other naked flame devices or consumables;
- Weapons or imitation weapons of any form;
- Install any wireless or television pole, aerial, satellite dish or apparatus on the Building.

Tenants will not act or fail to act in a way which will or may result in any policy of insurance in respect of the Buildings become void or voidable or whereby the premium or excess therefore and therein may be increased.

Tenants will not run a business from the Room, Building or Premises.

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## **EMERGENCY EQUIPMENT**

Tenants must :



# CAMPUS LODGE

- always care for and respect the safety of their fellow students.
- never use the emergency equipment, fire extinguishers, smoke detectors or fire hoses for any other purpose than an emergency.
- never misuse a fire alarm activation or, in any way, intentionally activate a fire alarm.

If the emergency equipment is used for any other purpose, Tenants will be liable for the full replacement cost and any call-out fees.

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## SECURITY

Before Tenants leave Campus Lodge they must always make sure that the following gates are closed:

- the entrance gates are closed before we drive off;
- the pedestrian gates are closed before we walk away;
- the doors and gates to the house are closed and locked before we walk away;
- the garage doors are closed and locked before we walk away;

Tenants must never open any gate to any unknown person at any time.

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## ELECTRICITY USAGE AND EQUIPMENT

Tenants may not bring the following high-electricity- usage items into their room:

- Air conditioner
- Electric heater

Any unusually high electricity users will be fined R500 for each offence.

Tenants must not tamper with any electrical installation or electronic installation.

Security camera's, electronic entry systems, alarm systems are all installed for the safety of Tenants and the security of the premises. Tenants are required to immediately report any faults or usage problems to the Campus Lodge staff.

Any Tenant tampering or abusing with safety and security equipment will be deemed in violation of their contract.

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## NON-COMPLIANCE AND PENALTIES

Campus Lodge Tenants can report any fault or non- compliance of the Campus Lodge Tenants Rules to Campus Lodge by:

- Calling 0823318827 or 0744597603
- Sending an email to [contact@campuslodge.biz](mailto:contact@campuslodge.biz)
- On receipt of any complaints, Campus Lodge will investigate each complaint thoroughly. Should the complaint be valid, Campus Lodge reserves the right to impose the following penalties:
  - 1st violation:- Impose a fine of R500.
  - 2nd violation:- Impose a fine of R1,000
  - 3rd violation:- Campus Lodge will terminate the Agreement in accordance with clause 14 of the Agreement.

Campus Lodge will charge the fine to the Tenant's monthly account.

If Campus Lodge, in its sole discretion, believes any transgression of the Campus Lodge Tenants Rules is of such a serious nature that it constitutes a breach of the Tenancy and Service Agreement, without any previous complaints having been lodged against the Tenant, Campus Lodge may terminate the Tenancy and Services Agreement and/or take such legal steps as Campus Lodge deems fit.