

GROENKLOOF ANNEKS – CONDUCT RULES

1. MOTOR VEHICLES

- 1.1 Motor vehicle of a **MEMBER** and his/her visitors may only be parked in such areas as are specifically demarcated for that purpose.
- 1.2 Repairs to and reconditioning of vehicles on the property is not permitted.
- 1.3 Motor vehicles may only be washed and cleaned on that portion of the Property which has been designated for that purpose.
- 1.4 Vehicles may not travel at speeds exceeding 25 km per hour on any portion of the common Property.
- 1.5 Motor vehicles of **MEMBERS** should be left in garages or parking spaces at all times so as to leave maneuvering space for access to neighboring garages, parking space and residential units.
- 1.6 **MEMBERS** will ensure that their motor vehicles as well as the motor vehicles of their visitors do not leak oil or brake fluid that may damage the common Property
- 1.7 No **MEMBER** will be allowed to perform any major reparation to his vehicle on any area of the common Property.
- 1.8 The use of hooters will not allowed unless it is used for safety purposes.
- 1.9 No caravans, boat trailers or similar vehicles may be parked on the common Property without the consent of the **HOMEOWNERS ASSOCIATION**.
- 1.10 Any vehicle parked on the common Property, will be parked on the owners own risk and responsibility and the **HOMEOWNERS ASSOCIATION** will not accept any responsibility in respect of such vehicle.
- 1.11 No roads or driveways may be used for any games. The use of skateboards, roller skates and other similar items, is not permitted.

2. BICYCLES, ETC.

- 2.1 Bicycles may not be left on any portion of the common property or on any pavement or in any place where they may obstruct or endanger pedestrian traffic.
- 2.2 Motorcycles, roller skates, skateboard, roller blades and soap box carts shall not be allowed on the property.

- 2.3 Caravans, trailers, boats and commercial vehicles shall only be allowed with the prior written permission of the **MANAGEMENT ASSOCIATION**, provided that they are parked in the designated areas.

3. LAUNDRY

- 3.1 Washing may be hung out to dry only in areas specifically set aside for that purpose, it is in the back yard of each **RESIDENTIAL UNIT**.
- 3.2 Washing hung out to dry is at the sole risk of the person so doing.
- 3.3 Washing may not be hung out to dry in any part of a **RESIDENTIAL UNIT** where it is visible to other residents.

4. SANITARY SERVICES

- 4.1 Rubbish bins may not be visible from the common Property unless a specific place has been designated for such bins.
- 4.2 Rubbish may not be handled contrary to the regulations of the local authority responsible for Mossel Bay, for example, broken glass must be wrapped in a double layer of newspaper, etc.
- 4.3 No rubbish or refuse may be left on any portion of the common Property or elsewhere where it may be visible from the common Property, whether in a container or not. Refuse may only be left outside for collection early in the morning and must be placed in proper containers.

5. SILENCE

- 5.1 Silence must be maintained between **12h00** and **15h00** and between **22h00** and **07h00**.
- 5.2 Motor hooters may not be sounded in the retirement resort.
- 5.3 Radios, musical instruments, record players, tape recorders and/or cd players, television sets as well as workshop equipment must be used in such manner that the sound emitted thereby shall not be heard in neighboring residential units or of the common Property.

6. GARDENS AND PLANTS

MEMBERS shall be permitted to plant shrubs, flowers, trees, etc. on the common property, provided the consent of the **MANAGEMENT ASSOCIATION** has first been

obtained, which consent shall not be unreasonably withheld. All gardening services shall be done by the persons authorized by the **MANAGEMENT ASSOCIATION**, unless specifically otherwise agreed.

7. PRIVATE GARDENS

- 7.1 Private gardens must at all times be kept neat.
- 7.2 Garden tools and other equipment must not be kept in any place where it will be in view from **RESIDENTIAL UNITS** or any portion of the common Property.'
- 7.3 Braaivleis equipment shall only be allowed outside **THE RESIDENTIAL UNIT** in use.

8. PARKING AREAS

No articles other than motor vehicle may be kept in car ports, should car ports exist or be erected in the future.

9. VISITORS AND CHILDREN

- 9.1 Visitors may, with prior permission of the **COMMITTEE**, reside in a **HOUSING UNIT** of a host for a period not exceeding **3 (three)** weeks, which period may be extended by the **COMMITTEE** for further period not exceeding **2 (two)** weeks.
- 9.2 No person under the age of **50 (fifty)** shall be permitted to reside in any of the residential units unless he/she is a *bona fide* guest of the **MEMBER**.
- 9.3 No ball games are permitted in areas other than those specifically designed for that purpose.
- 9.4 **MEMBERS** must supervise their children and children of their visitors that no damage or nuisance is caused to the common Property of the **MEMBERS**. In particular, children shall not be allowed to interfere with letter boxes, plants, decorations, name plates, fire hoses and reels, exterior light, etc.

10. ACTIVITIES ON COMMON PROPERTY

- 10.1 No hobbies or other activities may be conducted on the common Property if they would cause nuisance to other **MEMBERS**.
- 10.2 Hobbies and other activities which in the opinion of the **COMMITTEE** cause undue noise, are not permitted at all.

11. SERVANTS/DOMESTIC HELPERS

Servants/domestic helpers shall be provided and **MEMBER** shall not be entitled to appoint private servants/domestic helpers without the prior written permission of the **MANAGEMENT ASSOCIATION**.

12. PETS

12.1 The **MEMBERS** shall be entitled to keep **1 (one)** pet on the premises, provided that prior permission is obtained from the **MANAGEMENT ASSOCIATION**. **MEMBERS** should take notice that the policy of the **MANAGEMENT ASSOCIATION** through out shall be to refuse permission with respect to the keeping of the pet which is too large or too aggressive in the exclusive discretion of the **MANAGEMENT ASSOCIATION**.

12.2 No kennel or other accommodation for any pet kept by a **MEMBER** may be visible from any place on the common Property or from neighboring **RESIDENTIAL UNITS**.

12.3 The removal of any excrement left on the common Property shall be the responsibility of the **MEMBER** concerned.

12.4 The privilege to keep an animal on the premises can be withdrawn by the **ASSOCIATION** if such an animal is a nuisance.

13. VISITORS AND TENANTS

13.1 Each **MEMBER** is responsible for the conduct of his visitors and/or tenants and must ensure that these rules are adhered to conscientiously.

13.2 Meals for visitors, relatives and/or tenants must be arranged well in advance with the **MANAGEMENT ASSOCIATION** and at the prices determined by the **MANAGEMENT ASSOCIATION** from time to time.

14. BUSINESS ACTIVITIES

14.1 No business, professional or trade may be conducted on the Property.

14.2 No auction, jumble sale or collection and profiting list shall be allowed in the retirement resort, unless prior written consent had been obtained from the **MANAGEMENT ASSOCIATION**.

14.3 No advertisements or publicity material may be exhibited or distributed in the **RETIREMENT RESORT** without prior written consent from the **MANAGEMENT ASSOCIATION**.

15. EXTERIOR OF HOUSING UNIT

- 15.1 No air conditioning or cooling unit may be visible from the outside of the **RESIDENTIAL UNIT** in which it is used or may be installed.
- 15.2 No decorations may be attached to a **RESIDENTIAL UNIT** and the exterior of a **RESIDENTIAL UNIT** may not be painted or otherwise treated, unless specifically authorized by the **MANAGEMENT ASSOCIATION**.

16. SUNDRY PROVISIONS

- 16.1 Cigarette ends and other objects may not be thrown from windows, stoops and patios.
- 16.2 Common Property and garden areas must at all times be kept neat.
- 16.3 Inflammable or other dangerous materials and articles may not be brought onto or stored in the **RESORT**, except with the prior written consent of the **MANAGEMENT ASSOCIATION**.
- 16.4 Gardeners and cleaners employed by the **MANAGEMENT ASSOCIATION** may not be employed by the **MEMBERS** to do private work unless specifically authorized to do so by the **MANAGEMENT ASSOCIATION**.
- 16.5 No firearms or pellet guns may be discharged in the **RETIREMENT RESORT**.
- 16.6 Should any damage of whatsoever nature be caused to any property by the **MEMBER**, his family, his tenants, his visitors or his pets or those of his family, his visitors, the **MEMBERS** shall be liable to reimburse the **MANAGEMENT ASSOCIATION** for the cost of repairing such damage.
- 16.7 Door locks may not be changed. Should this be done, a duplicate key must put at the disposal of the **MANAGEMENT ASSOCIATION**. This is also valid in the case of duplicate keys for safety doors.
- 16.8 Each **MEMBER** must make sure that he/she has a torch, candle or such light source at his disposal in the event of power failures.
- 16.9 Meals shall not be served in the **RESIDENTIAL UNITS**, unless prior arrangement has been made with the nursing sister. No resident shall be allowed access to the central kitchen of the **RETIREMENT RESORT**.
- 16.10 **MEMBERS** shall take note of emergency procedures announced by the **COMMITTEE** from time to time in order to be prepared in emergency situations.
- 16.11 The **MANAGEMENT ASSOCIATION** or its agent, in consultation with the nursing sister, is at all times entitled to call the family doctor of a **MEMBER** should it be deemed necessary. Although regular visits will be made by the nursing sister to

residential units in order to monitor the physical condition of each **MEMBER**, it is expected from the **MEMBERS** themselves to report to the sick berth and make timely arrangements with the nursing sister should he/she require health services. General medical services, such as taking blood pressure and foot care, shall be offered weekly at a date determined by the **MANAGEMENT ASSOCIATION** from time to time.

16.12 The **MANAGEMENT ASSOCIATION** or its agent shall assist **MEMBERS** with the postage of letters and other correspondence and shall also offer stamp books for sale for the convenience of the **MEMBERS**. No delivery of post shall be done to the **RESIDENTIAL UNIT** and incoming post must be collected at the place specifically designated for that purpose.

16.13 No **RESIDENTIAL UNIT** shall be left unoccupied by a **MEMBER** for longer than 6 (*six*) months of each year.

17. SECURITY

17.1 **MEMBERS** and occupiers must at all times adhere to the security measurements as may be determined by the **MANAGEMENT ASSOCIATION**, from time to time.

17.2 **MEMBERS** and occupiers must inform the manager of the **GROENKLOOF SECURITY VILLAGE** if they intend to be absent from the **VILLAGE** for a specific period.

17.3 **MEMBERS** must hand an additional set of keys in respect of his property to the manager of the **GROENKLOOF SECURITY VILLAGE**, which manager will keep the keys in a safe place and may only be used in emergency cases should access to the property be necessary.

17.4 **MEMBERS** and occupiers must test their alarm systems from time to time to ensure that they are in good working order.

17.5 Storage of inflammatory material, explosive material or other dangerous substances is not permitted.

17.6 No material may be burned on any portion of the Property.

17.7 All persons using the security entrance, must adhere to the rules thereof.

18. ADVERTISEMENT BOARDS AND NOTICES

No **MEMBER** will be allowed to erect any notice or advertisement board on the outside of his property without the prior written consent of the **HOMEOWNERS ASSOCIATION** being obtained.

19. COMMON GARDENS

- 19.1 The common gardens are being kept neat and tidy in the best interest of all the **MEMBERS** of the retirement resort and contributes towards the appearance of the resort and is available for all **MEMBERS** to enjoy.
- 19.2 The cost of any damage caused to any of the common gardens by any MEMBER or his family, visitors, domestic help or pets shall be for that **MEMBERS** account.
- 19.3 The picking of flowers and plants from the common gardens is not permitted.

20. HOUSE RULES

- 20.1 The **HOMEOWNERS ASSOCIATION** may from time to time make house rules which is necessary to maintain the good order in the **SECURITY VILLAGE** and which house rules may be applicable on:
 - 20.1.1 the recreation facilities;
 - 20.1.2 the lounge;
 - 20.1.3 administrative functions.

21. DINING HALL / LOUNGE RULES

- 21.1 These areas are suitable for everyone's enjoyment. The lounge and stoop is a entertainment area for everybody.
- 21.2 Noise must be limited to the minimum at all times.
- 21.3 The use of the facilities for various functions can be arranged with the **MANAGEMENT ASSOCIATION** at a cost determined by the **MANAGEMENT ASSOCIATION**.
- 21.4 The tidiness of the area is important. It will be expected to be left tidy as found.
- 21.5 Internal catering serves may be used at a fixed fee
- 21.6 Children must respect the peace and quiet of the **VILLAGE**.
- 21.7 The **MANAGEMENT ASSOCIATION** reserve the right to change the rules in respect of the joint areas.
- 21.8 No items may be removed from the dining hall or lounge.
- 21.9 This area will cater for the social needs of the **OCCUPANTS**.
- 21.10 Pets will not be allowed in this area.