

RULES AND REGULATIONS

These rules and regulations relate to the statutes of Brf Töjnan and violation of these regulations is regarded as a violation of the statutes of Brf Töjnan.

1. **Subleasing** requires permission from the Association. The application form is available on the website and on the property caretaker's office. Permits are granted for one year at a time and the fee for subleasing is regulated in the Association's statutes (§ 6c).
2. **Antennas and parabolic antennas** shall never be attached to the exterior walls or roofs of the buildings. They must also not be mounted on the balcony as it is not allowed outside the balcony railing.
3. **Balcony interior** may be repainted and only by using the original colour shade which is prescribed in the building permit. The color code is S-1000 N, silicate based paint (for all walls).
4. **Stroller rooms** are primarily intended for strollers that are used regularly but also wheelchairs and handicap aids. The residents of each address can themselves agree if there is also room for children's sledges (during winter season) or children's bicycles (during summer season).
5. **Car care** of simpler kind such as cleaning, replacement of lamps and tires may be carried out in the garage. The car wash area in garage 2 is only intended for members, who are renting a garage space in garage 1 or 2, to wash their own cars. Make sure you always clean up and make the area tidy when you're done. NOTE! If you leave your car parked in the car wash area a control fee will be issued.
6. **Flower boxes** should be placed on the inside of the balcony railing for safety reasons. This does not apply to the balconies on the ground floor. Special flower boxes with overhangs on both sides may be used if you pay extra attention when watering the flowers.
7. **Flammable liquids** must not be stored on the balcony or in any storage room in the basement.
8. **Bicycles** should be placed in the bicycle rooms or in the bicycle racks outdoors. Always label your bicycle with name and address. Bicycles that are unlabeled and/or broken will be removed at regular intervals. This applies both to the bicycle rooms and the racks outdoors.
9. **Dripping and leaking taps or e.g. leaking toilets**, should be fixed as soon as possible at the member's expense. If you have questions about a suitable plumber, contact the property caretaker/manager. Dishwashers and washing machines must be installed with a special shut-off valve and the work must be done by a professional. All installations after the main shut-off valve (ballofix) are the member's responsibility.

10. **Electric permanent heating in the balcony** is always prohibited. If infrared heating is installed, this must be connected with a timer of max. 2 hours runtime.
11. **Entrance doors and doors to public areas** must be closed and locked at all times.
12. **Fireworks and all kinds of explosives** are prohibited within Brf Töjnan as it can cause damage to person and property.
13. **Birds must not be fed on or off the balconies.** It is also not allowed to put up bird feeders in the courtyards. Bird seeds provide weed spread and attract rats. *Seized bird feeders will not be returned!*
14. **Home insurance with supplement(s)** for "bostadsrätt" is something each member must take out to comply with the statutes of the Association. Some companies have "supplement on supplement", which means that for full insurance also needs to be included. *Check this carefully with your insurance company!*
15. **Garage/parking space** can only be rented by a member who holds a valid driver's license. The garage/parking space is intended for the member's own vehicle or company car, which must be verified upon request. As a member, you only get permission for one garage or one parking space. If there is another person in the household who holds a valid driver's license and also has a car and wishes to rent a space, he or she must be registered at the member's address. The household is allowed to rent maximum one garage and one parking space depending on availability. A garage/parking space must never be subleased. Subleasing of a parking space will lead to immediate termination of the lease. The parking permit, issued by the Association, must always be clearly visible in the windscreen of the car. Parking is only allowed within selected boxes. If you violate anyone of these conditions a control fee will be issued. The speed limit in the garage is 10 km/h.
16. **Grilling** with electric grill is allowed on the balcony and patio. Grill with open flame, e.g. charcoal or gas grill, is strictly prohibited, even in the courtyards, as they can cause fire and marks on the paving.
17. **Dogs** must be leashed in the residential area. Dog owners are required to pick up feces after their dog(s). Cats should be kept away from playgrounds and children's sandboxes.
18. **Glazing of the balcony** may be done with the permission of the Association. The application form is available on the Association's website www.tojnan.se and in the property caretaker's office.
19. **Mopeds** may only be stored in the bicycle rooms with entrance from Malmvägen. Mopeds must not be driven in the courtyards, nor on the walkway Vänortsstråket.
20. **Parking bans apply to all courtyards.** Access to entrances in connection with loading and unloading is permitted for sick, disabled and freight transports, home services and medical personnel.

- 21. Renovations** of a more extensive kind must always be done in accordance with the renovation rules (found on the website) and reported to the Association. This is in accordance with § 51 of the Association's statutes and must be done to avoid, as far as possible, consequential damages that can lead to expensive repairs and extensive insurance costs for the Association. In addition, it is always very important that all neighbors are informed in good time before renovations are started and gets information before electricity and water are switched off.
- 22. Smoking is not allowed** in the communal premises. After July 1st, 2019, a new law applies that prohibits smoking in play parks and near entrance doors (10m). This also applies in Brf Töjnan. *Respect the signs!* If you smoke elsewhere, make sure not to throw cigarette butts on the ground and in the flowerbeds. If you smoke on your balcony - keep in mind that your closest neighbors might be affected. Cigarette butts and other debris must not be thrown out of the balcony.
- 23. Shaking and whipping of carpets and linens** from windows or balconies is not allowed. This also applies to the courtyards. If you hang laundry on the balcony, hang it in height with the balcony railing. The balcony should not be an extra storage space. If something is stored on the balcony, avoid it being visible over the balcony railing.
- 24. Damage, fire risk and vermin** must be reported to the Association or the property caretaker/manager as soon as possible. It should be in everyone's interest to protect houses, furnishings, plantings with trees and shrubs etc. and to avoid littering. Own planting is not allowed. Please pay attention to situations with risk of fire. All costs for damages are ultimately distributed to the members of the Association through the monthly fees.
- 25. Waste separation.** We kindly ask all members to respect the sorting of the waste in the different containers placed in the waste rooms / waste houses. This is to avoid the extra expenses that will be charged if the waste is not separated in different fractions. In the waste rooms / waste houses, there are pictures of what to put in each container. Furniture, building waste and the like must each member transport to a waste station, e.g. Hagby. Under no circumstances may such waste be left inside or outside the waste rooms / waste houses. Violations will be billed to the responsible member. Smaller electrical appliances e.g. computers, screens, tv-sets, toaster, hair dryer shall be put in a dedicated container in the waste house at Bagarbyvägen 28 (Z 2). Twice a year, during spring and autumn, a large container will be placed near this waste house for larger items such as chairs, tables, carpets etc. Information on this will be posted in each entrance.
- 26. Do not disturb your neighbors** with loud music e.g. or noisy behavior. Be extra careful after 22:00 Sunday - Thursday and 23:00 Friday and Saturday and before 07:00 Monday - Friday and 09:00 Saturday and Sunday. Do not use household appliances during that time of day. Be aware that showering and flushing can also be heard through the floors. Hammering, nailing or drilling after 21:00 is not allowed. If you are having a party, we hope you will enjoy it, but please remember that party and loud music is the most common cause of complaints. If you are sitting on the balcony or in the courtyard, you should show consideration and not speak loudly or shout.
- 27. Mats** are not allowed outside the apartment door as it prevents cleaning of the floor. This also applies to placement of flower boxes / pots, tablecloths etc. on all floors.
- 28. Stairwells and entrances** shall be free from carts, strollers, bicycles or other obstacles in accordance with safety regulations and fire statutes. This also applies to basement and storage aisles.

- 29. TV & radio outlets** in the apartments are intended for normal white / black analog 75 ohms connection cable which is available at all TV / Radio retailers. Anyone making their own cables or connections and thereby causing interference, may be charged for troubleshooting costs.
- 30. Laundry rooms** have their own rules and instructions on the walls of the laundry rooms. It's important for everyone's satisfaction that these rules are followed. The laundry rooms are only intended for members to be able to wash their own household laundry. They must never be used by anyone who does not belong to the Association.
- 31. Patio belonging to a basement apartment** shall be kept in good condition by the member. The tree deck should be oiled and plants should be placed in pots to reduce the spread of the roots. The plant height must not exceed 1.8 meters. The surrounding hedge will be cut by the Association's garden contractor.
- 32. The ventilation** in the apartment is adjusted by a professional. The fixed exhaust air valves must not be changed or covered. The member who wishes to install a new kitchen fan, should contact the property caretaker/manager for advice on a suitable model. Incorrect installation can disrupt the balance of the ventilation system. To avoid smell and smoke when cooking, don't open the window in the kitchen but a vent window in e.g. bedroom or living room. If it is not done like this or there is an installation of wrong type of fan, it can lead to that the smell and smoke from your cooking will be transferred to your neighbors, who will surely complain about it.
- 33. The courtyards** on Vänortsstråket and Bagarbyvägen must be kept open so that emergency vehicles can drive to the houses / entrances if necessary. Therefore, it is forbidden to place obstacles such as shopping carts, goods cages and big bags (construction garbage). The shopping carts belong to the supermarkets and should stay there! If you want to order large bags for construction waste, these must be marked with the number of your apartment, and also be reported to the property caretaker/manager. These bags should then be filled, sealed and transported away as soon as possible. If it is not done in this way the Association will charge the responsible member for this.