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1.1 CONTACT DETAILS & OFFICE HOURS

Mondays to Fridays: 07:30 to 16:30 Saturdays: 08:00 to 11:00 Sundays and Public Holidays: 9.00 - 11.00

Head Office: Park Central Lifestyle

3A Robertson Road, Glenlily, Parow, Cape Town P.O. Box 493, Constantia, Cape Town 7945
Tel: +27 21 911-3217 Fax: +27 21 930-7611
Email: info@parkc.co.za

Website: www.parkc.co.za

Like us on Facebook - www.facebook.com/parkcentrallifestyle
Follow us on Twitter - www.twitter.com/ParkCentralLife
Follow us on Instagram - https://www.instagram.com/parkcentrallifestyle/

1.2 RESIDENCE DETAILS

RESIDENCES MANAGER

info@parkc.co.za 021 911 3217 / 082 888 1958

BELLVILLE RESIDENCES

PARK CENTRAL RESIDENCE

pcl@parkc.co.za 021 286 2673 / 064 758 4271

KRUSKAL HOUSE

kruskal@parkc.co.za 021 286 2675 / 060 998 4133

REGKAM HOUSE

regkam@parkc.co.za 021 286 5770 / 066 486 8214

THERESA COURT RESIDENCE

tc@parkc.co.za 021 286 6310 / 060 962 3136

BELPARK RESIDENCE

belpark@parkc.co.za 021 286 3573 / 064 758 4272

ILELI HOUSE

belpark@parkc.co.za 021 286 3573 / 064 758 4272

PAROW RESIDENCES

TOPLIN HOUSE & TOPLIN 2 RESIDENCE toplin@parkc.co.za

021 911 3217 / 067 428 9432

CLAREMONT & OBSERVATORY RESIDENCES

HARFIELD HOUSE

harfield@parkc.co.za 021 286 9862 / 066 492 6856

PREMIER HOUSE - OPENING 2023

1.2 CORPORATE PROFILE

Park Central Lifestyle currently offers eleven student Residences, namely. Park Central Residence, Toplin House, Kruskal House, Toplin Two, Regkam House, Theresa Court Residence, Belpark Residence, Ileli House, Harfield House, Premier House and Belle Cape Residence, situated in Parow, Bellville, Claremont and Observatory in Cape Town.

Our Residences are safe and comfortable, affordable and convenient. They are centrally located within close proximity to the University of Western Cape (UWC), the Nursing College, Boston City Campus, Northlink College, CPUT Bellville, CPUT Mowbray and the University of Cape Town (UCT).

Our Residences are a walk away from the train station, bus routes, taxis and shops. Our main focus is on the safety and security of our students with 24 hour security and camera surveillance.

We offer dedicated study areas, Free internet access through fibre optics at speeds of 250mbps, communal kitchens, fridges, microwaves, hot water boilers, stoves and ovens, coin operated laundry facilities, common recreational rooms with a full bouquet of DSTV, gyms and outdoor braai facilities.

We accommodate mixed genders occupying separate floors and separate bathroom areas.

Our friendly, yet strict, environment promotes an enjoyable, social and studious lifestyle. We have fair but firm House Rules that need to be strictly adhered to at all times.

This Student Hand Book will explain everything there is to know about your residence, what is expected of you, and what you can expect from us. It provides you with all the information that will ensure responsible behaviour and how to make the most out of your stay with us.

Please read it carefully as the Hand Book will always be your first point of reference; should you have any queries. In addition to the hand book, our offices are open as described on page three, should you need to communicate with us. You may visit our website for any more details: www.parkc.co.za

Park Central Lifestyle is the ideal place to live for all students needing accommodation in both the Northern & Southern Suburbs of Cape Town.

3. FACILITIES & SOCIAL

3.1 LAUNDRY ROOM

There is a Laundry Room situated in the Residence. The washing and drier machines are both coin operated. Do not insert foreign objects or foreign coins into the slots of the washing and drier machines.

Any residents found to have caused any damages to the machines will be liable to pay for the repairs as per the Repair Cost List. Laundry facilities are open 24 hours. Basins are available for hand washing. You require your own soaps and washing powders. You are requested to please keep the area clean and respect your fellow students. Make sure that you do not leave your clothes unattended or lying in the machines. Hanging lines for clothes are provided for. Please supply your own pegs. In order to limit the usage of water please:

- 1. do full loads of washing when using the machines
- 2. use drain plugs in basins while doing hand washing.
- PCL will not be held responsible for any losses or damages of clothes.

3.2 STUDY AREAS

Please keep silent when studying in the study areas and respect the other learners. No music is allowed in the study area. The door of the study area must be kept closed at all times. Please keep the study area clean and throw waste paper in the dust bins provided. You will accept full responsibility for your visitors using the study areas.

3.3 LOUNGE/ENTERTAINMENT AREA

Please keep the volume in the lounge area at an acceptable level.

These areas are for the enjoyment of all the students and common courtesy must apply.

Please ensure that the TV is switched off when the last person exits the lounge.

We provide equipment for the Pool Table and you are responsible to maintain it. The cues can be collected from security and returned after usage.

You will accept full responsibility for your visitors using the lounge and entertainment facilities, as per the Repair Cost List.

Please report broken cues and missing balls to security immediately. If you break the cue or lose a ball, you will be responsible for the cost to replace it as per the repair cost list

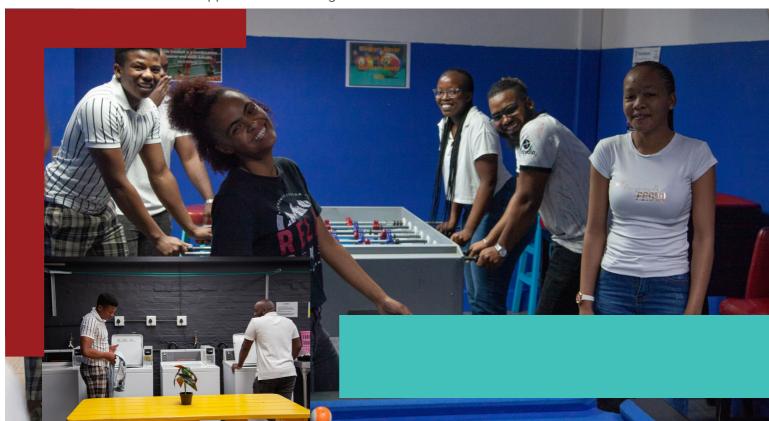
We provide a foos ball table in the entertainment area.

3.4 REFUSE REMOVAL

You are responsible for the removal of your own refuse from your room.

All refuse must be disposed of either in the refuse room situated in the basement, or in the big dustbins situated on each floor.

Some of the newer residences support a waste management to assist with the environment.



3.5 COMMUNAL KITCHEN

The kitchen is open 24/7. It is situated on the ground floor and is for the use of all the students

The kitchen is equipped with fridges, stoves, ovens, hot water boilers and microwaves. You are responsible to clean up after you have used the kitchen. You are responsible for you own utensils, pots and pans.

Please ensure that you do not leave any items on the stove unattended and that you always switch the stoves off after use. The eating area must be kept clean and free of crumbs and food wastage. Please ensure that the stoves and ovens are switched off after use and the fridges are closed properly. The fridge space is shared by all students. it is recommended that you use lockable containers to store your food in the fridge. PCL will not be held reseponsible for any missing or damaged food, should the refrigerator door be left open or stops operating for any reason whatsoever. Please switch off all plugs after use.

3.6 WIFI and DSTV

We provide FREE Unlimited internet access to all residents through fibre optics at speeds of 250mbps. Only 2 devices per student can be linked to the wifi. If it is found that students abuses the data usage, PCL has the right to charge the student for the excessive usage or terminate internet access for that student.

All flat screen TVs have full bouquet of dual DSTV.

Each TV will either have a remote or decoder situated beneath the screen. DO NOT REMOVE THE REMOTES FROM THEIR CASING.

Students found to be carelessly tampering with the TVs and remotes will be held responsible for any damages caused as per the Repair Cost List.

3.7 PARKING

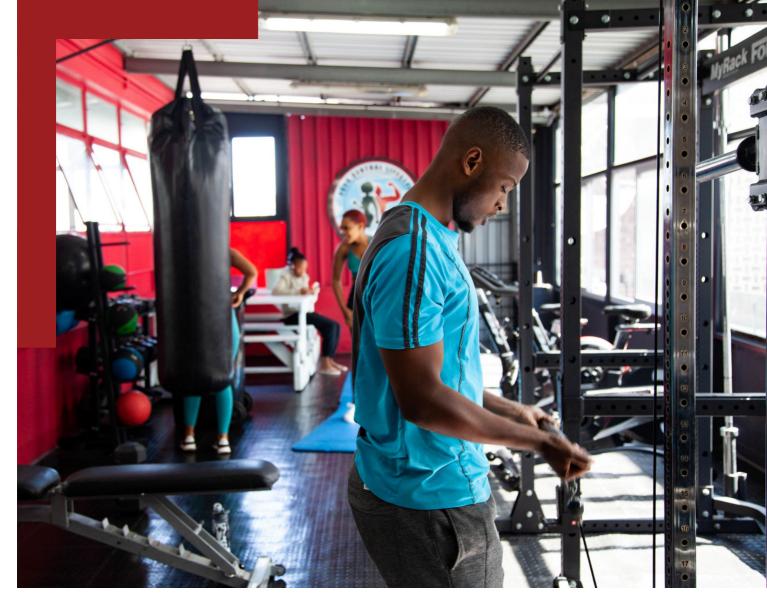
We provide secure parking in the Basement.

No visitors are allowed to use the parking area.

Parking Bays made available to students may incur a monthly levy charge.

Not all residences offer parking facilities.





3.8 GYM FACILITIES

Each residence has its own gym with weights, spinning bikes and mat equipment.

The gyms are open 24 hours.

Gym classes with professional trainers are organised once or twice a week in each residence. These are free of charge. Ensure that you book your space for the gym classes as the space is limited.

A healthy life supports a healthy mind.

3.9 SOCIAL

Yearly student development programmes are organised in all residence.

These include braais, outdoor activities, outreach programmes and sporting events.

All residences have a netball and football team representing their residence.

Teams participate in university tournaments and are quipped with kits and balls.

No boots or running shoes are provided for.

Captains of teams are responsible for maintaining kits and ensuring they are washed after use. (free of charge) Each residence has an appointed RSA who aids with all student issues and communicates closely with management.

It is encouraged to from an join the House Committee that represents all students and liaises with management on all issues.

A peer helper is appointed to assist all students that require external assistance and counselling.



Fixed Lease Agreement

Park Central Lifestyle (The "Lessor")

AND

(The "Lessee")

4. FIXED LEASE AGREEMENT

4.I PARTIES			
Lessor	Represented E	Зу	Capacity
Lessee	Represented	By	Capacity
ID#/Passport#			
Home Address			
Postal code			
Telephone #			
Mobile #			
Email Address			
4.2 RESIDENCE			
Residence Name		Room #	
Accommodation Type	<u>,</u>	Parking Bay	
4.3 TERMS			
Lease Starts	Lease Ends		. Period in Months
Occupational Date	Notice	Period Requir	ed (in months)
4.4 BASE RENTAL RA	ΓES		
Rental Type:	Monthly B	i-Annually	Annually
Monthly Amount	Yearly Amour	nt	Escalation
4.5 RENTAL RECOVER	RIES		
Water / Sewerage / Re	fuse/Electricity	Parking	
WiFi	Гransport	Vat	Other
Recovery Amount Mo	nthly	Recovery An	nount Yearly
Escalation		Remarks	

4.6. TOTAL RENTAL DUE (INCL. RECOVE	RIES AND VAT IF APPLICABLE	Ξ)
Monthly Bi-Annually	Annually	
4.7 DEPOSIT DETAILS		
Administration Fee	Refundable Deposit	
To Be Held By		
Remarks		
4.8 STAMP DUTY, DOCUMENTATION FE	ES, COMMISSIONS	
Stamp Duty Amount Lease	Fees Amount Pay	able By
Letting Commission Amount	Payable To Paya	able By
4.9 LESSORS BANKING DETAILS		
Payment By Debit Order Payme	ent By EFT Payment	by Bursary
Bank Details:		
Account Name:	Bank Name	
Branch Name	Branch Code	
Account #	Payment Reference	
4.10 DECLARATION		
I, the Lessee, understand that a failure to	pay the total rental due, on th	ne due date, can
result in this Fixed Lease Agreement to k	oe terminated, and that I can b	e barred from the
Residence. I also understand that immed	diate re-entry into the residenc	ce cannot be
guaranteed and that I can be liable for a	late payment penalty if payme	ent is made after
the due date. Rental is due in advance or	n the 1st day of every month, q	uarter, bi-annual or
annual period for whichever Rental Type	is applicable as per 4.6 above	. I understand that
this is a Fixed Lease Agreement and can	not be terminated or cancelle	d prior to the Lease
End Date in 4.3 above. I have read and ur	nderstood all the Fixed Lease A	Agreement Policies
and find the residence acceptable and a	cknowledge that food is NOT _l	orovided for.
Full Name		
Signature		Date
Guardian / Witness 1	Signature	. Date
Guardian / Witness 2	. Signature	Date

5. FIXED LEASE AGREEMENT POLICIES

5.1 VITAL INFORMATION

This agreement contains certain conditions which constitute an acknowledgement of fact by you, the Lessee, to these provisions because they are important and should be carefully noted. These conditions place risk on you, the Lessee, which may oblige you to indemnify the Lessor and/or third parties. These conditions also limit the Lessors liability to you. The Lessor hereby lets to the Lessee who hereby hires from the Lessor the Residence as set out in 4.2 of the Fixed Lease Agreement (FLA). The lease shall commence on the Lease Start Date and end on the Lease End Date as per 4.3 of the FLA. If the Lessee cancels the agreement on a date prior to the Lease End Date, the Lessee will be liable for a cancellation penalty which amount to be calculated at the time based on a variety of factors. The general cancellation fee is a minimum of 2 months' rent payable before the expiry date of your cancellation date. The rental payable for the period of the lease is the Total Rental Due as per 4.6 of the FLA. The rental is payable monthly in advance on the 1st day of each and every month of this FLA and any extension thereof without any deductions. The rental is payable to the Lessor's Bank Account as per 4.9 of the FLA or any such other bank that the Lessor may direct. The Lessor reserves the right to charge a late payment fee or R250.00 should the Lessee not make payment by the 7th day of the month. In the event that the Lessee applied to a bursar, funder or sponsor (hereafter "funder") for a bursary, funding or sponsorship (Hereafter "funding") and the funder for whatsoever reason does not approve or rejects your application or your funder approved your application, but for whatsoever reason does not proceed with the funding or fails to perform in terms of the funding agreement, the Lessee shall at all times remain fully liable for the rental and all other amounts payable in terms of the FLA.

The Residence shall only be used for residential purposes and not for any other purpose whatsoever. The Lessee shall not allow or cause any disorderly behavior of any nature within the Residence which will cause any inconvenience and uncalled-for nuisance to the neighbours or others. The Lessee shall not sublet the Residence, nor allow any other person(s) to occupy the Residence, nor to reside or gain access to the Residence.

The Lessee shall not transfer his or her rights or commitments under this FLA, either in part or whole.

Any notice required to be given in terms of the FLA shall be sent in writing to the Lessor's Head Office or any such address as the Lessor may stipulate in writing from time to time; and to the Lessee's Home

5.2 ADMINISTRATION FEE AND REFUNDABLE DEPOSIT

On signature of the FLA, the Lessee shall pay an Administration Fee to the Lessor an amount as per 4.7 of the FLA.

On signature of the FLA, the Lessee shall pay the Refundable Deposit to the Lessor an amount as per 4.7 of the FLA.

On the Lease End Date, the Lessor shall refund the Deposit to the Lessee after deducting any outstanding amounts payable (see Moving Out 12.1).

The Lessee shall not be permitted to access the Residence until such time as the Administration Fee and Refundable Deposit are paid.

5.3 WATER, REFUSE, SEWAGE AND ELECTRICITY

This forms part of the Total Rental Due and is charged for the consumption by the Lessee of water, refuse, sewerage and electric current as per 4.5 of the FLA.

The Lessor reserves the right to increase the rental by an additional amount should the consumption of water, refuse, sewerage and elecrticity become too excessive or be greater than what is provided for in 4.5 of the FLA.

5.4 REGULATIONS AND HOUSE RULES

The Lessee shall not conduct himself or herself in any manner that is unlawful. The Lessee shall strictly observe all Regulations and Bi-Laws, Governmental Laws, Provincial and Municipal Laws which are applicable to the Residence and the property title deeds.

By signing the FLA, the Lessee agrees to be bound by the House Rules relating to the Residence. The Lessee will ensure that all his guests or invitees will always obey the House Rules. The House Rules relate to all the students of the Residence and are aimed at protecting and promoting a safe and enjoyable environment for all the students and occupants in the Residence. Failure to comply with the Regulations and House Rules will constitute a material breach of the FLA.

The Lessee is obliged to obey and comply with any procedures or rules that the Lessor installs as it, in its own discretion, may decide.

5.5 BREACH AND CONTRAVENTION

If the Lessee fails to pay the rent within the specified time period (as per 4.6 above), and then fails to pay within 10 days after receiving written notice from the Lessor, then the Lessor shall be allowed to (but not obliged to) cancel the FLA and take the necessary steps to take possession of the room and any goods therein without prejudice to any right that the Lessor has against the Lessee with regard to arrear rentals or damages which right of action shall remain of the same force and effect as if the FLA had never been cancelled.

In such an instance (as above) the Lessee must vacate the Residence immediately and the Lessor may take whatever action that is necessary for the ejectment of the Lessee and / or any other occupant from the Residence.

The Lessor shall not be obliged to return any monies or deposits to the Lessee until such time that all outstanding amounts are settled by the Lessee.

Should the Lessee contravene any one or more House Rules or provisions of the FLA, the Lessor shall, without prejudice to any other rights it may have according to the law, be entitled to cancel the FLA and take

appropriate steps to obtain repossession of the room and eject the Lessee from the Residence.

The Lessor's rights in terms of theses clauses shall be without prejudice to any claim it may have for rental already due and any further damages as the Lessor may sustain by reason of the Lessee's breach of the FLA.

5.6 INDEMNITY AND SUCCESSORS IN TITLE

Subject to the rights of the Lessee in terms of the Consumer Protection Act 2008, neither the Lessor, its agents, employees, invitees or contractors shall be liable for any damages, injuries, loss of possessions or loss of life caused by the Lessee, the Lessee Residence or the Lessee's invitees, for any reason whatsoever, whether directly or indirectly. The Lessee indemnifies the Lessor against any damages that the Lessee may suffer in

consequence of any act that the Lessee, the Lessee's visitors, guests or agents performed in or around the Residence, and any damages that the Lessor may suffer as a result of the FLA or the House Rules.

The Lessor shall be entitled to sell the Residence during the term of the FLA subject thereto that the sale of the Residence shall not affect the terms of the FLA in any way whatsoever. The Lessee is not entitled to resign from the FLA or to claim damages as a result of the sale.

The FLA is entered into between the Lessor for itself AND Successors in Title and Assigns.

5.7 REPAIRS AND MAINTENANCE

The Lessee hereby agrees to maintain the Residence and the furniture contained herein in good order, good condition and clean during the duration of the FLA.

The Lessee undertakes that on the termination of the FLA, it will redeliver the Residence and the furniture contained herein to the Lessor in good condition with only fair wear and tear excepted.

The Residence and the furniture contained herein also refers to doors, windows, taps, basins, shower

accessories, electric sockets, light fittings, smoke detectors, fire equipment, gym equipment, curtains, drains, sewerage and the keeping of all sewerage and drains unblocked.

The Lessor may, on behalf of the Lessee, incur expenses necessary for the repair and maintenance of any items mentioned above, and any amounts spent shall be payable by the Lessee to the Lessor on demand.

The Lessee shall be responsible for the replacement of furniture and fittings as per the cost reflected in the Repairs Cost List. These amounts may be deducted from the Deposit as and when the Lessor sees fit. Should the amount exceed the Deposit, then the Lessee will have to make alternative payment

arrangements with the Lessor, else this could result in a material breach of the FLA. The Lessee shall be liable for any damages done to the Residence by him or herself and as a result of any act or omission on the part of the Lessee's visitors, invitees or guests.

Non-compliance to Repairs and Maintenance can result to a material breach of the FLA.

The Lessor will maintain all walls, roof, lift and other structural parts of the Residence. The Lessor shall not be responsible for any loss or damage which the Lessee has sustained as a result of the walls, roof, lift and other structural parts of the Residence being or becoming defective nor as a result of any act or omission on the part of the Lessor or its agent.

The Lessee shall not drive any nails or screws into the walls or ceilings of the Residence.

If the Residence be destroyed by fire or through any other cause in a manner that it makes the residence non tenantable, then the FLA shall be terminated.

The Lessee undertakes in no manner whatsoever to interfere with the electrical installations, electrical boards, borehole installation, filtration plant and fire equipment on the Residence without the prior consent of the Lessor. The Lessee shall not affix any devices, appliances or heaters other than those designed for the use of the electric current supplied to the Residence and as per the House Rules.



5.8 INSURANCE

The Lessee shall be responsible for taking out insurance in his or her name to cover his or her possessions and shall pay the premiums in respect of that policy.

The Lessor shall insure the Residence against risk of damage by fire and other risks as the Lessor may require.

Subject to the rights of the Lessee in terms of section 61 of the Consumer Protection Act 2008, the Lessor shall not be responsible for any loss or damage or any personal injury suffered by the Lessee or the Lessee's visitors or guests in the Residence.

This is irrespective of whether the loss or injury is caused by fire, storm, riot, theft, civil commotion, robbery, accident or any other cause whatsoever.

5.9 INSPECTIONS

The Lessor or his agent shall be entitled at all reasonable times to enter Residence and the rooms to inspect the condition thereof.

The Lessor shall be entitled to let in workmen and other agents to execute any repairs to the Residence both internally and externally (including in the rooms) as is necessary for the upkeep of the building.



6. MOVING IN

6.1 ARRIVING AND REGISTERING

You will need to register at the Administration office of the relevant residence where you will be staying.

On Registration you will receive your Welcome Pack and you will register for the Biometric Access Control System or facial recognition. Your Welcome Pack will include your Key Card (where applicable) and Hand Book.

All necessary forms and leases will be filled and signed at registration. Please ensure you have your valid student card, ID or Passport with you and proof of registration with an educational institution.

It is important to tell us when you will be arriving at the Residence. When arriving at the Residence for the 1st time, you will be escorted to your room.

6.2 WALL MOUNTINGS AND DECORATIONS

You may not nail or screw any pictures or other items to the walls in your room. Any damages to the walls will be repaired at your cost.

All personal items must be placed in areas where they do not change the condition of the room.

You need to go through your room and make note of any damages. Damages should be reported immediately to the PCL Management and noted on your Inventory List.

6.3 INVENTORY LIST

Ensure that all items listed on the Inventory List are in your room and that they are in good working order. If there are any extra items, add them to the list and note all damages and missing items from the list.

Bed and Mattress | Curtains or blinds | Study Table and Chair | Clothing Cupboard with Book Shelf | Heat Detector | Automatic Door Closure |

Wall Mounted Heater (if applicable)| Dustbin| Fridge (If applicable)

Reading Lamp (if applicable)

6.4 WHAT TO BRING

Kitchen Utensils, cups, glasses, plates, pots and pans.

Cleaning Products as you are responsible to clean your own rooms.

Linen, pillows, blankets. (All beds are single in size.)

Sanitary equipment including toilet paper.

2 point plugs

Towels & Toiletries

Lockable food containers for the fridge/freezer

Padlocks for your room & food lockers (If applicable)



7. HOUSE RULES

7.1 CLEANLINESS OF THE RESIDENCE, COMMON AREAS AND ROOMS

You are responsible to keep your rooms, common areas and en-suite bathrooms (if applicable) clean and tidy at all times.

Bed linen should be changed and washed weekly.

Bins in your rooms must be emptied regularly. All waste to be disposed of in the refuse room or the large dustbin on your floor.

Ensure that no empty cans, bottles or dirty glasses are kept in your rooms.

Ensure that no pizza boxes or dirty take-away food containers are kept in your room.

These must be disposed of in the refuse room or kitchen dustbins.

All food kept in your rooms must be stored in suitable containers to prevent insects and rodents from accessing it.

You are responsible to clean up and wipe the kitchen counters after your use. Respect the other students.

The supplied furniture may not be removed from your rooms or the common areas. If you take furniture from the common areas to your room you can be fined R250.00. Your rooms will be spot checked for cleanliness. If it is found that there may be a potential health hazard, you will be formally warned and requested to clean your room. Should the Lessor need to arrange for your room to be cleaned, you will be charged an amount of R250.00.

We reserve the right to clean your room in your absence and hold you accountable.

When leaving the residence for a weekend or a holiday, you must ensure that your room is clean and that all food and drink is properly stored away or thrown away.

All your pots and pans, plates, cups and crockery must be cleaned after each use. Cooking in your room is strictly forbidden.

You may not remove the microwave from the Communal Kitchen.

You may not hang clothing from the windows of the building. Washing lines are situated near the laundry room.

You may not permanently affix posters and notes on the walls, windows and furniture.

You may not litter in and around the building.

No foreign objects must be disposed of in the toilets or shower drains.

Sanitary bins are provided for use by females.



7.2 WATER, REFUSE, SEWERAGE AND ELECTRICITY USAGE

You are charged a fixed monthly fee for your water, refuse, sewerage and electricity consumption every month as per 4.5 of the FLA.

Please switch off all appliances and lights while not in use or when leaving your room.

Do not leave taps running. Use water sparingly.

Please report any leaking taps or faulty lights immediately to the Security on duty.

Ensure that all stove plates and ovens are switched off after your use.

Do not leave the refrigerator or freezer doors open.

Bar heaters and kettles are NOT allowed in your room. If found, they will be confiscated. Should the consumption of water, refuse, sewerage and electricity in the Residence increase and exceed what was provided for, the Lessor has the right to increase the monthly rate as per 4.5 of the FLA.

7.3 PETS

No pets are allowed in the Residence

7.4 VISITORS

All visitors must obey the House Rules. It is your responsibility to ensure that your visitors are aware and abide to the House Rules.

No overnight visitors are allowed. Should we find that you have allowed a visitor to sleep over, we will charge you R300.00 per night per visitor.

You are only allowed 2 visitors at any one time.

All visitors must sign in with the Security Guard at the front desk and are not allowed direct access to the

Residence. They will be required to leave their student card or ID document at the front desk.

You will be required to fetch your visitors from the foyer and escort your visitors all the time while they are on site.

Visitors may not remain in the building in your absence. Should you leave, they must leave.

Visiting times are restricted from 09:00 to 23:00

You will be held totally responsible and financially liable for any damages caused by your visitor.

We reserve the right to place additional restrictions on access by visitors should the visitors misbehave, compromise the capacity of the building and abuse the consumption of utilities.

7	

7.5 NOISE AND CONSIDERATION FOR OTHERS

Playing music or other sounds at unreasonable volumes is forbidden. Note that a high level of bass from stereos is not allowed.

Shouting, screaming and talking loudly is not acceptable.

No running in the corridors nor jumping on benches, is permitted in the common areas.

There are specific quiet times from 22:00 to 08:00 daily. Please respect your fellow students in this regard.

Serious and disorderly behavior that disturbs other students may lead to the immediate cancellation of the FLA.

The Lessor reserves the right to confiscate any equipment until the end of the semester, should the Lessee ignore the noise rules.

7.6 SMOKING, DRUGS OR NARCOTICS

The Residence is entirely a smoke free zone, including all communal areas, corridors, and stairwells.

If you contravene the smoking policy and smoke in your room, you will be charged the replacement of any affected soft furniture and repainting of your entire room.

Using, Manufacturing, Distributing, Selling or Possessing illegal drugs or narcotics is strictly forbidden in the entire Residence.

Should any illegal drugs or narcotics be found in your room or in your possession, we reserve the right to immediately terminate your FLA, report the incident to the police and your educational institution and take whatever legal action that may be necessary.

7.7 ALCOHOL, VANDALISM AND WEAPONS

Alcohol is strictly forbidden on the entire Residence.

Should alcohol be found in your room or in your possession, we reserve the right to confiscate your alcohol.

We do not tolerate any vandalism.

Should you seriously damage any parts of the Residence we reserve the right to terminate the FLA and deduct any monies due for damages.

Firearms, batons, knives or any other forms of weapons are strictly forbidden.

The distribution or placement of any pamphlets of any nature within the Residence is not permitted without the PRIOR consent of the PCL Management.

Group meetings and demonstrations are not allowed without the prior permission of PCL Management.

We reserve the right to search bags on entering and exiting the residence (yours or your visitors) at any time and confiscate any firearms, weapons, alcohol, drugs or any other illegal substance.



7.8 MEDICAL CONDITIONS AND PREGNANCIES

Please notify PCL Management immediately if you suffer from any medical illness or disability so that we may be of assistance in case of an emergency.

Should you fall pregnant you will be required to vacate the Residence by the 7th month of your pregnancy.

7.9 MISBEHAVIOUR

By signing the FLA, you agree to behave respectively towards your fellow students, the Residence Staff,

Security Guards, Cleaners and Management and towards the building.

You are responsible for the good behavior of your guests or visitors.

Any act of physical violence or causing damage to the Residence will not be tolerated and can result in the termination of the FLA.

Angry and Aggressive communication and gender based violence will not be tolerated.

Threats or other bad utterance towards harming another person will not be tolerated.

Bullying and gang like behaviour will not be tolerated.

Stalking or persistently attempting to impose unwanted communication will not be tolerated.

Unusual persistent complaining will not be tolerated

Excessive noise and consistently disobeying the noise policy, can result in the termination of the FLA.

Failure to observe any of the HOUSE RULES above will constitute a breach of the FLA and may lead to the termination thereof.



8. REPAIR COST LIST

8.1 FURNITURE & FITTINGS

Single Bed R 1000.00
Foam Mattress R 800.00
Desk Chair R 200.00
Clothing Cupboard R 1500.00
Desk R 400.00
Curtains R 300.00
Canteen Bench R 1800.00
Dustbin R 150.00

8.3 MAINTENANCE

Painting / m2 R 250.00
Painting Whole room R 1500.00
Dry Wall Partitioning / panel R 2000.00
Plumbing Toilet Unblock R 300.00
Plumbing Drain Unblock R 250.00
Plumbing Flushing Mechanism R 500.00
Plumbing Taps R 300.00
LED Light Bulbs Rooms R 80.00

8.5 OTHER

Pest Control Boxes R 350.00 Common Dustbins R 400.00 Pool Table Cues R 150.00 Pool Table Balls R 150.00

8.2 APPLIANCES

Fridge/Freezer R 3000.00
4 Plate Stove R 2000.00
Microwave R 1000.00
Bed side Lamp R 250.00
Hot Water Boiler R 2000.00
LED TV R10 000.00
DSTV Remote R 250.00
Washing Machine R 25 000.00
Tumble Drier R 25 000.00
Wall mounted heater R 400.00
Oven R 2000.00

8.4 KEYS

Cut Locks (Locksmith Call out fee) R 150.00 Finger print reader R 5500.00 Key cards (where applicable) R 200.00

9. SAFETY & SECURITY

9.1 KEY CARD SYSTEM (If Applicable)

A Free Key Card (if applicable) will be issued to access the front door and /or bedroom door of the Residence. Should you lose your Key Card, please inform the Park Central Lifestyle (PCL) Management immediately. A new replacement card will be issued at a cost of R200.00.

9.2 BIOMETRIC ACCESS CONTROL SYSTEM

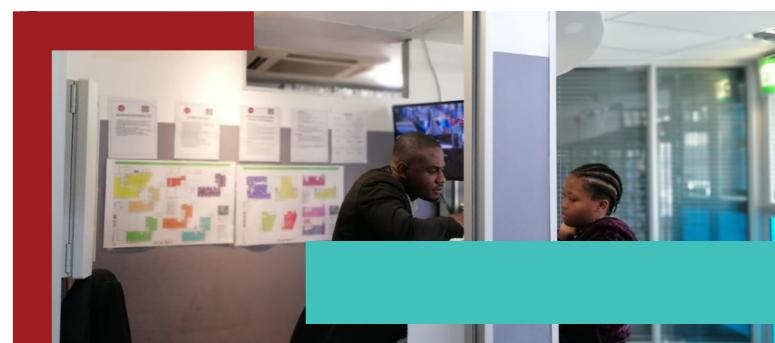
A Biometric Fingerprint Access or Facial Recognition Control System will be used to access the Residence through a turnstile. All students will be registered on this system at their respective residence. Tampering with any of the security equipment, turnstiles, and fingerprint readers is a serious offence and is strictly forbidden.

9.3 WHEN YOU ARE GOING AWAY

You need to inform the PCL Management when you are away from the Residence for holiday or for more than five consecutive days. We keep an accurate account of all residents on site in case there is an emergency. Ensure all lights and permissible electronic equipment are turned off. Ensure all doors are and windows are locked or securely closed. Do not leave any valuables behind. Remember your access key card on your return.

9.4 BEDROOM LOCKS (where applicable)

All rooms are lockable with a padlock. You must bring your own padlock. Combination locks are also advisable. Should you lose your keys and cannot access your room, an administration charge will be levied if a locksmith needs to be called out. Do not leave your keys in a place where they can be stolen or lost. PCL will not be held responsible for any theft or burglary involving your possessions.



9.5 CCTV CAMERAS & SECURITY

CCTV Cameras are positioned to capture common areas, courtyards, all entrances and other areas that are important for security reasons. They can be zoomed and directed remotely.

There is 24 hour Security at the Residence. The Security Guard is stationed at the front desk and will ensure that non-residents and unwanted visitors cannot enter the Residence.

All visitors need to sign in and out with the Security Guard at the front desk.

You are required to fetch your visitors from the foyer as no visitors will be permitted to enter the building without your presence. You cannot have more than 2 visitors at any one time.

All emergencies must be reported immediately to the duty Security Guard

9.6 MOTOR BIKE/MOTOR VEHICLE/BICYCLES

We provide secure parking for your motor vehicle, motorbike and bicycles in the garage. Bicycle locks are not provided.

No bicycles are allowed within the Residence.

No visitors are allowed to use the parking area.

9.7 COMMON AREA

Please ensure that the last person to leave the entertainment area switches off the TV. Please ensure that all kitchen equipment is switched when not in use and all fridges are kept closed after use.

Please ensure that the last person to leave the common areas switches off all the lights.

9.8 INSURANCE

Each resident is responsible for their own insurance on all personal items brought to the Residence, should they wish to insure them.

9.9 GYM USAGE

Please ensure that all gym equipment is used correctly. If you are unsure about the usage, please ask an experiences gym athlete for assistance.

PCL will not be held responsible for any injury incurred during the usage of the gym or gym equipment.

All gym equipment must be put back in its correct storage areas after use. Use the gym at your own risk.

10. FIRE

10.1 EMERGENCY ROUTES AND EXITS

You need to familiarize yourself with what to do in an emergency, which includes knowing the nearest fire escape routes and exits from your Residence.

Please study the "Fire Action Notice" on the back of your room door.

All pathways, corridors and stairwells must be kept clear to avoid students tripping over something during an emergency.

In case of a fire, exit the building immediately from the closest exit.

10.2 FLAMMABLE SUBSTANCES

The use of candles, oil lamps, incense or anything that produces a naked flame is a potential fire hazard and is strictly forbidden to be used in your room or any other part of the Residence.

If you are an art student and use spray paints, please handle substances safely and store them away from direct sunlight and direct heat.

Flammable chemicals are not allowed in the communal kitchen area.

Please ensure that no burning pots are left on the stoves unattended.

Tampering with firefighting equipment is a serious offense and is strictly forbidden.

Each room is equipped with a smoke detector. Smoking is strictly forbidden in your room as this could set off the fire alarm.

Covering or tampering with the smoke detector is a serious offence and is strictly forbidden.

10.3 FIRE DRILLS

We carry out regular fire drills to look after your safety. It is compulsory that you participate in these drills and consider them serious and beneficial.

Should you have any safety concerns, please notify PCL Management immediately.

10.4 STANDARD FIRE PROCEDURE

If you discover a fire, raise the alarm immediately by breaking the glass in an alarm unit. Dial the fire brigade, give the full address and location of the fire in the Residence. Vacate the Residence using the nearest exit and go to the assembly point.

11. EMERGENCIES

Park Central Lifestyle

Out of Office Hours:

082 888 1958

(For Emergencies Only)

Kin 7 Security:

021 424 56 58

Fire Brigade:

107 / (021) 590-1900

Ambulance:

10177

Bellville Police:

(021) 918 3000

We suggest that you store these numbers in the contact details on your cellular phone.

11.2 ELECTRICAL FAILURE

If you have an electrical emergency, contact the Security Guard on duty immediately. Check to see if it only your room, or the rest of your floor as well. Check to see if the other floors have been affected.

Do not attempt to fix it yourself on the electric board.

Do not touch bare wires, sockets or switches.

If you used an appliance that caused the electricity to trip out, then remove the appliance's plug from the wall socket.

Do not use the same appliance again until It has been checked by a qualified electrician.

11.3 WATER LEAKS OR FLOODS

Ensure that all taps are closed after use.

If there is a water leak, contact the security guard on duty immediately.

Ensure that the mixer tap are always turned to COLD, unless you are needing hot water.

11.2 SERIOUS ACCIDENT

If someone has had a serious accident, call an ambulance and inform the guard on duty immediately.

12. MOVING OUT

12.1 RETURNING YOUR DEPOSIT

Your Fixed Lease Agreement specifies the termination date of your lease.

Please note that if you choose to move out before the Lease End date, there will be no rebate payable to you.

Your Fixed Lease Agreement specifies the amount you paid towards your Deposit Fee. This is to cover any damage done to your room or the Residence during your tenancy and also to cover any short payments on your rental fee.

You will receive your deposit back within 7 days of the Lease End date, together with a statement listing any deductions (if applicable) that have been made in line with the Repairs Cost List and general repair charges.

If you feel that some deductions are not applicable to you, you should notify PCL Management in writing within 5 days after receipt of your statement.

Please ensure that you give us a forwarding address and banking details to send your deposit once you have vacated your room.

12.2 ROOM INSPECTION

It is your responsibility to arrange with PCL Management to inspect your room. We will inform you of any work that needs to be done to the room to return it to the expected standard.

Please be aware that some of your deposit will be withheld if there has been damage caused in the room (whether intentional or by negligence), if the room is not cleaned adequately, if you fail to remove your possessions and any refuse from your room, and if you have any outstanding rental or other monies due.

12.3 CANCELLATION OF LEASE

Should you want to cancel your Fixed Lease Agreement, you need to write a notice of request to the PCL Management with adequate reasoning.

You will be liable for a cancellation penalty to be calculated at the time based on a variety of factors.

The general cancellation fee is a minimum of 2 months' rent payable before the expiry date of your cancellation date.

Don't forget to return your key card (if applicable) and remove your padlocks from the doors and cupboard before you vacate the Residence in order to avoid further unnecessary deductions from your deposit.

