1. **FIRE ALARMS**

   The tenant must not voluntarily or inadvertently trigger the fire alarms installed in the buildings. Fire service call outs shall be charged to the individuals responsible for triggering the alarm. The tenant who voluntarily damages fire extinguishers or other security devices shall be charged for their reconditioning and the contract of the concerned tenant may be terminated for the next term.

   The buildings’ corridors are escape routes in the event of a fire alarm. No furniture or equipment should be stored in the corridors.

2. **LAUNDRY ROOM**

   The building is equipped with collective laundry rooms with machines. We rely on the goodwill of the tenants to make arrangements among themselves for the use of these installations.

   These machines are available to use from Monday to Sunday, from 7am to 10pm.

   After each use, the tenant must ensure that the machines, their filters and the floor are properly cleaned and that no objects (washing powder/liquid container, dry laundry, etc.) are left behind.

   Any breakdown must be immediately notified to the caretaker or the department listed.

   A payment card is required to use the machines and the tenant must comply with the instructions given by the company operating the machines.

   Food and drink may not be consumed in this area.

3. **CO-WORKING - STUDY AREAS**

   Peace and quiet must be respected in these areas.

   The opening hours are from Monday to Sunday, from 7am to 10pm.

   Food and drink may not be consumed.

4. **FITNESS ROOM**

   The building has a gym. We rely on the goodwill of the tenants to make arrangements among themselves for the use of the installations.

   The hours of use are from Monday to Sunday, from 7am to 10pm.

   After each use, the tenant will ensure that the machines are well cleaned and that no object remains on site.

   Any breakdown must be immediately notified to the caretaker or the department listed.

   The tenant is made aware that he must be covered by an accident insurance.
5. **INSURANCE**

The tenant is covered by the following collective insurances for the duration of the contract:

- **Personal Liability Insurance** for each holder of a tenant contract. In case of disaster, the franchise is the responsibility of the tenant.
- **Insurance for personal effects against fire and natural disasters** up to a maximum of CHF 5'000.- for each holder of a tenant contract
- **Contents insurance against fire and natural disasters**: the furniture provided in the studio is covered by the owner

The specific conditions of this insurance cover are available from management.

6. **ELECTRICITY**

Electricity charges for the studios are included in the monthly rent.

7. **RESIDENTS’ REGISTRATION**

All tenants are required to register their arrival and departure with the municipality of Renens.

8. **LOCKER**

The tenant who is renting a locker on the basement level must ensure that no perishable goods, flammable or toxic products are stored within.

9. **BUILDING ACCESS, CARDS**

Each tenant receives a card key to access his/her studio and the communal areas. This card must not be handed over to a third party. If a tenant loses their card, he/she shall be held responsible and shall be liable to cover the replacement cost of CHF 100.- + VAT.

10. **INTERNET**

All tenants must adhere to the charter governing use of the Internet, or risk having their access blocked.

11. **STUDIO ACCESS**

For safety reasons and emergency response, the caretaker and management have a master key which provides access to all studios. Furthermore, the owner or their representative must have access to all studios on request to the tenant for safety reasons.
12 MONTHLY VISITS OF THE STUDIOS
In order to check the state of maintenance of the premises, the responsible of the residence and the lessor are authorized to carry out monthly checks. The schedule of the visits will be given to each tenant during his/her check-in or delivered in the mailboxes if the tenants already live in the residence.

The cleaning of the accommodation must be done correctly before each visit. If necessary, a company or the building service will intervene and the amount of the invoice will be charged to the tenant.

13 STUDIO CLEANING
The tenant must ensure that his/her studio is kept in good condition and carry out all necessary upkeep. Random inspections are liable to take place.
In the event of negligence and formal notice, the tenant may have his/her rental lease terminated.

14 BICYCLE PARKING
Tenants and visitors are not permitted to park their bicycles outside the premises or outside of the designated areas.

15 BICYCLE LOCAL
Bicycles are forbidden in the studios.
These must be stored in the room provided for this purpose, labelled with the name and number of each tenant.

16 FOOD/DRINK
Food and drink may not be consumed within the residence with the exception of the recreational areas, cafeteria and terraces, in accordance with the instructions displayed in these areas.

17 FURNITURE
Furniture must not be removed from the studios. Furniture provided in the communal areas must remain in its place and not be moved. The tenant undertakes to immediately notify the caretaker of any damage they cause and to cover the repair or replacement costs.

All items of furniture brought or purchased by the tenant remains his/her responsibility and must be taken away on his/her departure, failing that, the owner will get rid of them at the expense of the tenant declining any responsibility.

Sleeping directly on the mattress or mattress topper is prohibited without the appropriate protection.
Drilling and/or painting the studio walls is prohibited.
18 **SMOKING**
Smoking is strictly prohibited in all buildings, including the studio. Smoking is tolerated on the terraces and smokers must take all possible measures to avoid any inconvenience to other users.

19 **WASTE**
All tenants must sort their household; his/her garbage must be put into taxed bags and regularly dispose them in the containers provided for this purpose. Glass bottles and jars should be disposed of in the appropriate container. Plastic, paper and cardboard must be squashed before being disposed of in the specific collective containers.

20 **NOISE POLLUTION**
The building is above all a place for studying and rest. Residents must adapt the volume level of music and voices so as not to disturb the other residents. Non-residents must leave the premises and the building perimeter at 10pm at the latest.

21 **ANIMALS**
Animals are not permitted.

22 **BARBECUES**
It is prohibited to light fires (grills, barbecues, etc.) on any of the terraces or outside the building.

23 **VIDEO SURVEILLANCE**
The building is equipped with a video surveillance system that aims to prevent acts of vandalism and intrusions.