

## House rules - Holmparken

Property     Holmparken  
                  Herning

Landlord     Parken Herning ApS  
                  Co/Jacobsen Group ApS  
                  Nygade 3C  
                  7400 Herning  
                  Ph. 97 11 86 66  
                  Mail: [info@jacobsengroup.dk](mailto:info@jacobsengroup.dk)

Office hours Monday through Thursday at 09.00 to 16.00  
                  Friday at 09.00 to 14.00  
                  Closed for lunch break every day at. 12.00 to 13.00

Emergency   Monday to Friday from 4pm to 8am and during the weekend and public holidays,  
                  you will be able to reach an employee in case there is an emergency.  
                  Call ph. 97 11 86 66 – press 0

If it is not an emergency and you call anyway, you will be charged 400DKK.

### **EMERGENCIES:**

If an emergency occurs outside of office hours, you can call the emergency phone, where you will reach one of our employees.

Call ph. 97 11 86 66 and press 0 to reach the emergency line.

**DON NOT** call the emergency line if the situation is not an emergency. If you call without having an emergency, you will be charged a 400DKK fee, that will be added to your next bill.

An emergency is defined as a sudden event which does, or possibly could, pose a threat to either tenants or properties.

An emergency could be:

- Leaking pipes or radiators
- Clogged drains that can lead to flooding – DO NOT use caustic soda to unclog drains!
- Flooding
- Fire in or around the property that can cause damage to tenants or buildings. (In case of fire, always call 112 first)
- No water, heating, or electricity. (In case of a power outage, check that you have paid the bill and if the residual-current device is on.)
- Fallen objects that have or may be able to cause damage to tenants or buildings.

If your situation is not an emergency, you can call the office the next business day.

### **WASTE:**

There are Waste containers at the property. These MUST be used and the instructions on sorting of waste must be followed. In Herning Kommune there is waste sorting, which means that in the case of incorrect or defective sorting, no waste is collected.

Waste must ALWAYS be placed in containers as indicated above and not elsewhere in or around the property. Waste that is not removed with daily waste, without extra payment, eg. large garbage, bottles, cans, larger quantities of cardboard, etc. must be removed by the tenant at his/her own expense. Furthermore, the instructions of the caretaker, the authorities, the fire service, and the day-care must always be followed.

From January 2021 the rubbish in Herning must be sorted in several different bins. The rubbish must be sorted correctly, otherwise the bin will not be emptied. Furthermore, the rubbish must be discarded in a way that does not make the bin overflow. Boxes and cartons must be folded and packed in a way that does not create unnecessary empty space in the bins.

Waste sorting is arranged in the corner between the yellow and black garages. Boxes for various types of waste are arranged in the rooms. Cardboard must NOT be thrown in the waste containers but must be handed in the boxes provided. Wine bottles and screws must be delivered to the bottle containers, which stand at the west end of block 1, block 5 and block 8. Clothing can be delivered to the related clothing container at block 1. Black garbage bags must NOT be placed at the rubbish compartment but must be properly sorted.

If you have questions about this, please contact our caretaker.

### **RESIDENTS' ASSOCIATION:**

Upon moving in, you are automatically a member of Holmparken residents' association. The quota for this is DKK 20.00 per month and will be charged along with your rent. The Residents

Representation has the task of protecting the residents' common interests. You will receive information on what is happening in the resident representation on an ongoing basis.

**CARS:**

Cars must be parked in the designated parking spaces. It is possible to rent a garage if there are available leases. You **MUST** take others into consideration when driving in the area - note the sign with reduced speed. Cars without plates must not be parked anywhere on the property.

Parking or keeping the car in idle is not permitted on the emergency access road next to block 1 to 4.

**BIKES:**

Bicycles must be placed in the designated places as directed by the caretaker and are stored at your own risk. There is a bicycle basement in all properties.

**NARCOTICS:**

Sale, use and storage of euphoric drugs will result the termination of the lease without further notice, the termination of the lease will take effect immediately. This also applies when using and storing euphoric substances inside the apartment, and if guest bring any euphoric drugs into the property.

**FEEDING OF BIRDS:**

Since bird feed, bread etc. attracts both rats and mice, all feeding is **NOT** allowed in the area.

**INSURANCE:**

The tenant is responsible for having a glass-, home-, and theft insurance. The landlord's insurance covers only the property.

**FIREWORKS ETC.:**

Fireworks may not be stored and / or set on fire in or near the property or its premises.

**COMMON AREAS:**

All common areas, passages, stairwells, entrances and exits, etc. **MUST** always be fully navigable as these also act as escape routes. Therefore, objects are not allowed to be placed on these areas, and these will be removed **WITHOUT NOTICE, WITHOUT LIABILITY AND AT THE RENTAL'S ACCOUNT**. The tenant is liable for any damage he / she causes to common areas / rooms and furniture stored therein. These damages must be reported to the landlord immediately, after which they will be repaired at the tenant's expense.

**COMMON ANTENNA:**

The setting up of private antennas and satellite dishes is not allowed.

**GRILL:**

Barbecues on the balconies are not allowed. You can find barbecue areas at the grass areas.

**DEFIBRILLATOR:**

There is a defibrillator located outside of Homlparken 24.

**PETS:**

It is allowed to have indoor pets, e.g., cats, hamsters, or guineapigs. Dogs are **NOT** allowed. Permission must be acquired from the landlord first.

### **INDOOR CLIMATE - AVOID FUNGUS:**

As older houses are energy renovated and made closer, it requires greater efforts by residents to avoid fungus. It is important to clarify that there are always traces of fungus in the air, so if you give these traces good conditions to grow in e.g. a corner, they WILL do it.

In the property you live in, fungus will usually only grow if there is stagnant, moist air in an area where warm air meets a cold surface (a cold bridge), so the moisture in the air settles on the wall (condenses) and thus allows the fungal traces that are in the air to settle and grow larger.

This can be avoided by:

1. Do not insert furniture completely into the corners.
2. Do not place mattresses or similar directly on the floor or completely into the corner.
3. Be sure to vent in all rooms min. 2 times a day with through draught. This is done by opening the windows completely for a minimum of 10 minutes.  
It does not help to have the windows open all day, while this will make the walls cold. The humidity in the air will therefore condense more easily when, for example, you close the window at night.
4. Air the bathroom after bath and in the kitchen after cooking.

There is constantly moisture in the air. Adult breathing air contains 2-3 liters of water a day, and when you take a bath or cook, moisture is released into the air as well. All this water can only come out of a room by venting as mentioned.

Good ventilation usually also results in a lower heating bill, as moist air is much harder to heat than dry air.

If you in smaller areas detect something that can be fungus, it can be washed off with several means - we recommend Hysan or Prottox. Follow the instructions for use on them.

For more information about fungus and how to avoid it, we encourage residents to visit the website [www.bolius.dk/skimmelsvamp](http://www.bolius.dk/skimmelsvamp). Here you will find several articles on the topic, which are constantly updated. You are also welcomed to visit the office and take a look at these articles.

### **INTERNAL MAINTENANCE:**

Internal maintenance is the responsibility of the tenant, including cleaning of the common areas. According to the tenancy agreement, the apartment will be newly renovated at the take over and it must be handed over in the same condition when you move out.

Thus, the lease must be handed over properly repaired, ie. that upon the receipt of movement inspection it must be possible to present a receipt from an authorized craftsman if the tenant does not want to use the craftsmen associated with the property.

A repayment period of 14 days is calculated in connection with relocation, which means that the lease must be cleared and vacated 14 days before re-rental / expiry of the notice period.

### **BASEMENT:**

In the basement you will find the basement rooms for all apartments. The basement rooms are assigned by the caretaker.

**MUSIC, NOISE etc.:**

The tenant must ensure that all members of the household and their guests do not act in such a way that they create a nuisance to the other tenants in the property. It is the tenant's responsibility to insure that children do not play on the stairs or hallways.

Do not play loud music or make noises which is to the detriment of the other residents and never after 23.00 - Don't play music for open windows and doors.

The neighbors must be notified if you are planning a party. Give them a way to contact you if the noise is a nuisance.

Technical aids and installations must be installed so that they do not interfere with the property or its tenants in the event of noise or otherwise. The use of drilling machines and other noisy tools must not take place in the period between 21.00 and 08.00.

This does not apply to landlord craftsmen who will often start earlier.

In apartments where there are washing machines, dryers, and dishwashers, these are not allowed to be operated in the hours between 21.00 and 08.00.

**KEYS:**

For each lease a minimum of 2 keys and/or access chips are handed over (possibly several if using separate key for mailbox, etc.). It is the responsibility of each tenant to ensure that the people to whom he or she has entrusted the keys follows the house order. The tenant is liable for any damages caused by his / her guests. Lost keys/chips are replaced by tenants when ordering through the caretaker. If a key/chip is missing at relocation, the lock will be re-coded / changed at the tenant's expense.

**MAILBOXES:**

According to the law, mailboxes must be put up in- or outside the property. The tenant is required to empty the mailbox and keep the area free of paper waste.

The mailboxes set up by the landlord must not be removed or replaced with other mailboxes. In addition, there must be uniform signage on these, which the caretaker provides when moving in. Contact the office to get the signage changes or updated.

**ADVERTISEMENTS:**

We strongly emphasize that it is NOT allowed to leave unwanted advertisements. The fire authorities are very strict in this area, so everything must be considered. If you do not wish to receive advertising, please request labels at FK. Advertisements can be unsubscribed from FK.dk's website.

<https://fk.dk/Contact/Forbrugerkontakt/Reklamernejtakformular>

**SMOKING:**

Smoking is not allowed in the common areas, stairwells, etc.

**TOILET:**

Only toilet paper must be used in the toilet, and nothing that can clog the drain must be thrown into the toilet bowl. If the cistern becomes leaky, this must be notified to the landlord immediately.

Do not use caustic soda to unclog drains, as it is highly corrosive.

**OUTDOOR AREAS:**

It is expected that each resident contributes to keeping the areas free of waste or objects, by always cleaning up after themselves and their guests.

### **CONSERVATORIES:**

Be aware that water enters the windows if the drain holes are clogged with dirt. Therefore, you must periodically clean the drain holes. Also, be aware that the conservatories are not part of the apartment itself, the carpets / furniture that is placed in the conservatories all year long will therefore suffer.

### **LAUNDRY ROOM:**

In the yellow blocks the washrooms are located in the building to the west (facing the road). In the red blocks the washrooms are located in the middle of the building. Drying rooms are available in all blocks. Ironing rolls can be found in blocks 3 and 7.

The common laundry room must be left tidy after use, and the instructions for using the machines must be followed. The access chips can be used to purchase washing and drying. Each time the chip is used will be registered in the washing system and the amount of that will be charged together with the rent the next month. If you lose your chip, a new chip costs DKK 200.00. It can be ordered with the landlord.

The laundry is available to use between the hours of 7am and 8pm – drying can continue until 9pm. **It is not permitted to use the laundry after 9pm!**

It is not allowed to change or delete another tenant's time slot. However, if the tenants do not make use of the reserved time slot within 30 minutes of its beginning, anyone can use the machines.

If the washing machines do not work, this must be reported to the landlord immediately.

If you experience issues with the electronic payment system or the chip, get in touch with Jacob Rask, ph. +45 29 89 50 87.

It is not allowed to leave clothes in the laundry room. Left-over clothing will be removed without further notice.

### **WINDOWS:**

Ordinary traditional curtains, blinds or slats **MUST** be hung in the windows if you want to shield them from sun and / or views. It is **NOT** allowed to hang blankets, duvet covers, sheets, cardboard, or anything else creatively.