



# Cambridge Riverside Residents' Association

## HOUSE RULES

We are delighted to welcome you to Cambridge Riverside. The House Rules are designed to ensure all residents enjoy harmonious living. The House Rules are an everyday guide extracted from Schedule 8 of your Lease (the official document which will Prevail).

### **Please keep the Bin Store areas clean and tidy.**

Place your rubbish in the communal bin stores. Compact all empty cardboard boxes to maximise space in the skips. Ensure your domestic rubbish is wrapped/bagged securely. If you wish to access the locked green bins, please contact the Head Porter and use according to City Council guidance.

We encourage recycling. Please follow the recycling instructions in the bin store. Do not leave large items (eg. mattresses, furniture) in the bin store as these will not be collected. Please contact the local council to arrange collection.

### **Noise. Be considerate to your neighbours.**

No noise from your apartment should cause annoyance to other residents at any time.

Let your neighbours know if there will be unavoidable noise from your apartment such as minor building works. Any works should be carried out between 8.30 – 17.00 hours Mon – Fri. If Saturday working is unavoidable, this should be morning only between 8.30 – 13.00 hours.

### **Check regularly for water leaks.**

Water leaks are the most common cause of damage and insurance claims in blocks of apartments. The costs resulting from water leaks have a direct impact on the service charge, so it is in everyone's interest to prevent them.

If you are going away for an extended period of time, it is good practice to turn off the water at the stopcock in your apartment. Please ensure the Porter knows the contact details of an emergency key holder (if the Porter does not hold a key) in case there is a leak.

### **Park in your allocated space.**

Only park in your allocated space. Your visitors can park in the Visitor's parking spaces on Kingsley Walk, and must report to the concierge and be given a permit, which lasts for 48 hours.

Commercial vehicles, trailers, caravans or boats are not permitted in the parking areas.

Do not carry out any vehicle maintenance or washing on the development.

### **Do not leave any items in the corridors or communal areas.**

Do not leave bicycles, prams, toys, doormats or rubbish bags in the corridors or communal areas. These are dangerous in case of a fire, obstruct cleaning and be a trip hazard.

**Be security conscious.**

Please make sure the main door to the block is locked behind you. Do not let anyone in through a door entry system or a locked communal entry door if you do not recognise them.

**Take care when you are moving in or out.**

Advise the Porter before moving in/out to reserve a time and ensure the elevators are protected. If any damage is caused to walls, carpets or fittings, you will be charged for the repair.

**Store your bicycles correctly.**

Bicycles must be stored in the designated storage areas.

Bicycles must not be stored on a balcony/terrace.

**Keep your balcony clean and presentable.**

Keep your balcony clean at all times, with a thorough clean at least twice a year. Only good quality garden furniture may be stored on your balcony.

Do not hang clothes/washing on your balcony.

BBQs are not permitted to be used on your balcony or elsewhere within the development.

Trellises, sheds, hot tubs or satellite dishes are not permitted.

Do not place any article on the balcony which may impose undue stress to the floor/structure or may become dangerous to other residents.

**Pay your service charge on time.**

The service charge pays for the upkeep of the communal areas and buildings on the development. It is important that the service charge is paid on time to maintain the necessary high standard.

**Seek permission if you would like to keep a pet in your apartment.**

A dog, bird, cat or other animal/reptile may only be kept in the premises with the prior written consent of the owner and the Management Company. Requests should be directed to the Estate Manager (Encore). There is a one off registration fee payable.

**Seek permission before commencing any structural work.**

Seek permission from the Estate Manager (Encore) prior to undertaking any structural alteration to your apartment.

**Leaving your apartment unoccupied for more than 60 days.**

If you are leaving your apartment unoccupied for more than 60 days, isolate the water and electricity services to your apartment.

Inform the concierge and leave the contact details of a key holder.

**Be fire safe.**

Do not store petrol, bottled gas, paraffin or inflammable materials in your apartment, on your balcony or in the Car Park. All communal areas are no smoking zones.

**Private residences only.**

Your apartment must not be used as a commercial place of work or be rented as a serviced apartment. Apartments are for residential use only.

**The House Rules apply to all residents, owners and tenants.**

If you decide to sublet your apartment, you need to obtain a License to Sublet from the Management Company via the Estate Manager (Encore).

Landlords must supply the Estate Manager with the Letting Agent's contact details and the name and contact details of your tenant. As the landlord, you are responsible for your tenant's behaviour.

**Please refer to Schedule 8 of your Lease for a full list of Covenants.  
If you have any questions, contact the Head Porter.**

**October 2022**