



# MAINTENANCE REGULATIONS FOR SKJOLDHØJKOLLEGIET

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## I. MAINTENANCE REGULATIONS

In the following Skjoldhøjkollegiet will be named "the lessor".

### 1. General conditions

#### Effect of the maintenance regulations

From the **1<sup>st</sup> of October 2005** these maintenance regulations will replace any previous regulations and supplement the regulations about maintenance and renovation mentioned in the tenancy agreement.

#### Rent assessment committee (huslejenævn)

Disputes about the lessor's and the tenant's fulfilment of the duty to maintain and repair the accommodation can by each part be presented to the rent assessment committee.

### 2. Moving into student accommodation

The tenancy may begin from either the **1<sup>st</sup>** or the **15<sup>th</sup>** of the month.

#### The condition of the premises

At the beginning of the tenancy the premises will be in good order and condition, but not necessarily newly painted.

#### In case of defects or damage the tenant must report to the caretaker within two weeks

In case of defects or damage when moving in the tenant must make a written complaint to the caretaker no later than two weeks after the beginning of the lease.

The lessor may establish that one or more of the defects or damages are of little significance and therefore need not be fixed immediately. The tenant will not be liable to pay for any such reported defects or damages when moving out.

### 3. Standard maintenance condition when moving in

#### The condition of the premises at the beginning of the lease

When a tenant moves into a room or flat it has been assessed whether the walls need painting. If this is the case, the lessor will see to that the walls are painted. The normal interval for painting is 5 years. Demands on colour choice cannot be made. If the tenant

wants the ceiling to be painted, the tenant has to do this himself in agreement with the caretaker. Materials are at disposal for free for new tenants.

Woodwork, equipment, technical installations, and floors will be newly repaired, only if the lessor finds it necessary

### **Wear and tear**

Woodwork, equipment, technical installations and floors may show signs of wear from the previous owner. Demands on colour choice cannot be made.

## **4. Maintenance during the tenancy**

### **The maintenance duty of the tenant**

The tenant is responsible for the interior maintenance of the premises. This includes proper cleaning of the premises.

Apart from cleaning the premises properly in accordance with the guidelines in the maintenance regulations of the student hall in question, the tenant is obliged to participate in the cleaning of the common facilities, e.g. shared kitchen, common rooms and stairs, which are for everyone to use, cf. the cleaning schedule of the individual kitchen/corridor.

Cleaning of common facilities is an obligatory part of the contract. If the cleaning is not done satisfactorily, a cleaning company will be hired, after a warning is given, and the tenant will be liable to pay any expenses in connection with this. The amount will be added to the rent collection for the following month

Painting of ceilings in the period of residence is allowed after agreement with the caretaker. Materials are at disposal for free. The normal interval for painting is five years.

### **Special exterior maintenance**

The cleaning schedule for Skjoldhøjkollegiet will clarify whether the tenant must clean and maintain exterior common, external woodwork, e.g. connected to the accommodation.

### **Maintenance obligations of the lessor**

The lessor is required to maintain and keep the building and the premises in good condition. The lessor shall maintain and carry out necessary repair work of windows, water and gas taps, electric switches, toilets, cisterns, wash basins, bathtubs, refrigerators, cookers, washing machines and any other items installed by the lessor.

The lessor is responsible for the maintenance and any necessary renewal of locks and keys. Any expenses in connection with this are to be charged to the student hall.

The lessor may decide to carry out further interior maintenance on the premises than those mentioned in this regulation.

### **Report of damages**

In the event of damages to the premises the tenant must inform the caretaker immediately. If the caretaker is not notified, the tenant will be responsible for any additional expenses occurring as a consequence hereof.

**Notice of damages**

If damages arise in or around the accommodation, the tenant has to report it immediately to the lessor. If this is not done, the tenant is liable for the possible additional expenditure which may follow due to the missing notice.

**5. Moving out**

**The tenant must move out of the premises 14 calendar days before the expiry of the contract either the 1<sup>st</sup> or the 15<sup>th</sup> of the month. New tenants must be given the opportunity to view the premises.**

**Standard repairs when moving out**

When moving out the tenant must clean the premises in accordance with the cleaning instructions.

**Non-fulfilment of maintenance duties**

The tenant will be liable to pay for any cost of repairs due to non-fulfilment of maintenance duties.

Non-fulfilment of maintenance duties includes when the premises or part of it has been damaged as a consequence of misapplication, poor maintenance or negligent conduct on the part of the tenant, members of the tenant's family or any other persons who the tenant has given access to the premises.

**Extra cleaning**

If extra cleaning of kitchen and bathroom equipment, floors and walls etc. is needed, this will be considered as non-fulfillment of maintenance duties.

**Inspection when moving out**

The caretaker will carry out an inspection of the premises when a tenant moves out. No later than 3 days before moving out, the tenant must arrange a date for the inspection of the premises with the caretaker. If no exact date has been agreed upon, the inspection will take place on the day of departure between 9 am and 2 pm.

**The caretaker's inspection report**

At the inspection the caretaker will make a report, which will include a list of repair works to be carried out as regular maintenance and a list of repair works due to negligent conduct or non-fulfilment of maintenance duties and therefore to be charged to the tenant.

The tenant will receive a copy of the inspection report via email.

**Notice of all cost of repairs**

No later than 14 days after the final inspection the lessor must give the tenant notice via email about any cost of repairs due to non-fulfilment of maintenance duties.

**Final settlement of accounts**

The lessor must send the final settlement of accounts without any unnecessary delay indicating which repair works have been carried out and the cost of repairs and specifying which cost of repairs must be paid by the tenant. Repair work due to negligence and/or non-fulfilment of maintenance duties must be specified and added up.

The tenant's share of the final bill must not exceed more than 10% of the estimated cost of repairs.

**Repair work**

Repair work must only be carried out at the initiative of the lessor.

**Repair work when exchanging flats**

If two tenants wish to exchange flats, then the same procedure will apply as when moving out.