

HOUSE RULES -

Subject to the terms of the Residential Tenancies and Rooming Accommodation Act 2008 (the Act) and any applicable legislative provisions, the House Rules of University Park are as follows:

1. Office hour is 9am - 6pm, Monday to Friday except public holiday.
2. No smoking inside the house is allowed.
3. **Noise level:** No party allowed within the premises. You are responsible for keeping a livable environment for everyone and that may involve turning down your stereo so someone can rest or sleep. Keep volume down after 10pm or before 8am.
4. **Lost keys** will cost \$77/set.
5. **Key forgot and call out fee is \$40** outside the office hours.
6. **Quarterly room condition inspections** will be arranged with notice in advance.
7. **Overnight guests:** You must inform your flat mates that your guest is coming for stay and for how long. You must register your guest with property manager at least 48 hours earlier than your guest moves in. Guests can only stay in your bedroom. An additional fee of \$40/week per person will be charged.
8. **Swimming Pool:** You must obey the pool rules at the pool area. The swimming pool is open between 8am-8pm. You may invite maximum 3 guests and need to accompany them if your guests are using swimming pool.
9. **Keep the common area tidy & clean:** DO NOT move furniture or appliance without noticing to property manager. No litter at backyard and front yard. Regular check the letter box and clear junk mails.
10. **Bin schedule:** once you moved in, you shall share the schedule to take the red-lid wheelie bins out for collection and bring them back in once collected by the council. The bins must be closed at all times.
11. **Parking area:** parking is free. Only registered tenants can park within the complex. If penalty raised for faulty parking, the bill will be responsible to the tenants related. Visitors only park at outside visitor parking area.
12. **Repairs:** If you notice any appliance is malfunctioned in your room or in the shared house, please contact property manager immediately. You should report

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via website "Work Order" request through <https://unipark.com.au/>.

Our regular maintenance team is scheduled every week and we will ask for Entry permission 24 hours in advance.

13. **Damage:** You are responsible & billed for any damage to or loss of property in your rented unit.
14. **Repeated breach notice can lead to notice to leave.**
15. **Payment**

We have flexible payment plans; however, you should pay your rent on time.

- If your rent remains outstanding for 4 days, you will receive an immediate warning SMS notice.
- If you do not remedy your rent in 48 hours, we will issue you a Notice to remedy breach – Rooming accommodation (Form R11).
- If the outstanding rent has not been paid within five days, you will be issued with a Notice to leave (Form R12) giving you five days to vacate the property. After the fifth day, the locks will be changed by a locksmith and all belongings will be removed from the property.

16. Checking out

Leaving Notice	7 Days prior to the end of your contract, you must confirm the date you will be vacating your room. You cannot use the bond to pay your residual rent.
Exit Check	You will be given exit cleaning checklist and you need clean according to the requirement in your bedroom and shared area. The room and carpet need to be returned at the original condition when it is provided. Tenant needs to organise professional carpet wash and show receipt. Or can find manger to book professional carpet wash. The carpet wash price indication is \$110
Bond Return	We will submit the Form R4 Refund of rental bond after the exit check.
Lease Break	If you need leave earlier than termination date, you will pay a letting fee equivalent to 1 week rent (+GST), and continue to pay rent until a new tenancy commences.

Tenant house rule declaration: I have read and I agree to follow the above house rules.

Signature: _____

Date: _____