

STOREHOUSE CONDUCT RULES

1. Introduction

- 1.1 These rules are made by the Property Manager in terms of the Storehouse Lease Agreement.
- 1.2 The rules are binding on all users including but not limited to, Lessees, their visitors and/or staff members, as applicable. Any breach of these rules by visitors of staff members will be attributed to the relevant Lessee who will be responsible for such breach.
- 1.3 These rules will be enforced by the Property Manager. Any infringement of these rules may result in the offender's lease being terminated forthwith and the offender being denied further access to the complex.

2. Use and Occupation

- 2.1 Except on an occasional basis and by bona fide visitors, no unit may be used simultaneously by more than:
 - One person in respect of units up to 18 m² in size; or
 - Two people in respect of units up to 24 m² but greater than 18 m²; or
 - Three people in respect of units greater than 24 m².
- 2.2 No person is permitted to sleep overnight or reside in a unit or anywhere in the complex including the Hub under any circumstance whatsoever.
- 2.3 No Lessee may:
 - hold any event of whatsoever nature in their unit, at the Hub or on common property without the prior written consent of the Property Manager;
 - erect, store, leave or allow to be erected any article or item on any part of the building or common property;
 - remove any shrub, tree or plant from the common property;
 - store any foodstuff and/or perishable items in their unit nor install and maintain refrigeration units in their unit for the purpose of storing of foodstuff and/or perishable items.
- 2.4 No animals, reptiles, birds or pets shall be brought onto the complex or kept or harboured by a Lessee in their unit. Should the Lessor and or Property Manager discover that any animals, reptiles, birds or pets are being kept or harboured in a unit, the Lessor and or Property Manager has the authority to contact the relative authorities, gain entry into the unit and remove such animals, reptiles, birds or pets without written notice to the Lessee. All costs incurred for the removal of animals, reptiles, birds or pets, will be for the Lessee's account.
- 2.5 No Lessee is permitted to place any signs, notices, billboards or advertisements of any kind whatsoever on any part of their unit, so as to be visible from outside the unit.

- 2.6 The Lessor and or Property Manager shall not be liable for any injury or loss or damage of any description, which a Lessee of a unit or any member of his family, his employee or servant or his relative, friend, acquaintance, visitor, invitee or quest may sustain, physically or to his or their property, directly or indirectly, in or about the property or in the individual unit by reason of any defect to the property, its amenities or for any act done or for any neglect on the part of the Lessor, Property Manager or any of its' employees, servants, agents or contractors.
- 2.7 The Lessor, Property Manager or its employee and servants shall not be liable or responsible in any manner whatsoever for the receipt or the non-receipt and delivery or non-delivery of goods, postal matter or any other property.
- 2.8 A Lessee shall not use of permit his unit to be used for any purpose, which is illegal or injurious to the reputation of the property.
- 2.9 Each Lessee shall keep his unit free of pests, white ants, borer and other insects and to this end shall permit the Lessor, Property Manager, and their duly authorised Service Providers or employees, to enter upon the unit from time to time for the purpose of inspecting and to take such action as may be reasonably necessary to eradicate any such pests. The costs of inspection and/or eradication of any such pests as may be found within the storage unit, replacement of any material forming part of the unit, which may be damaged by any such pests shall be borne by the Lessee of the unit concerned.
- 2.10 No smoking is permitted in any unit. Smoking is only allowed in designated smoking areas or areas permitted in accordance with the Tobacco Regulations Act.

3. Noise and Nuisance

- 3.1 Users may not create any nuisance or disturbance (whether through noise, odours, or any other manner whatsoever) on or about the complex.
- 3.2 All Lessees shall ensure that their use of their unit and of the common areas and facilities is at all times conducted in such a manner as not to detrimentally affect the rights and interests of other users.
- 3.3 The privacy of all users is to be respected at all times.

4. Traffic and Vehicles

- 4.1 A speed limit of 10 kilometres per hour applies within the complex and must be adhered to at all times.
- 4.2 No quad bikes or motorcycles may be ridden within the complex except when travelling between a unit and the entrance gate for purposes of entering or exiting the complex.
- 4.3 No vehicles may be repaired or maintained in parking areas or on common property. Repairs and maintenance may only be undertaken inside units.
- 4.4 Washing of vehicles is restricted to the designated washbay area provided for that purpose. Only vehicles of Lessees may be washed at the designated wash bay area. The use of hose pipes and taps for the purpose of washing vehicles is subject to general water usage restrictions in force from time to time. All cleaning materials are to be supplied by the Lessee.
- 4.5 Hooters shall not be sounded within the complex other than in emergencies.



5. Parking

- 5.1 Vehicles may only be parked in areas specifically designated for parking. Vehicles may not be parked in driveways or no parking zones. Any illegally parked vehicles may have their wheels clamped and a fine will be imposed alternatively the Property Manager is permitted to tow away the offending vehicle from the premises at the risk and expense of the Lessee.
- 5.2 No Lessee is permitted to park or stand any type of vehicle in a parking bay that has not been specifically allocated and leased to them.
- 5.3 Lessees shall ensure that their vehicles and the vehicles of their visitors do not drip oil or brake fluid onto any hard surfaced area, including parking areas. If dripping occurs, its removal will be for the account of the Lessee concerned.
- 5.4 Parking bays may not be used, under any circumstance, to store a vehicle that is damaged or un-roadworthy.
- 5.5 Vehicles parking or entering the property are subject to the express condition that they are parked at the Lessee's risk and responsibility and that no liability shall attach to the Lessor, Property Manager or any of their employees for any loss or damage of whatever nature, which the Lessee, or any person claiming through or under him, may suffer in consequence of the vehicle having been parked in the property.
- 5.6 Under no circumstances will parking in front of fire hydrants be permitted. A breach of this rule will entitle the Property Manager to have any offending vehicle removed or towed away to a public road or garage at the expense of the owner of the vehicle.
- 5.7 Lessees shall ensure that motor vehicles of visitors are only parked in such areas as are specifically demarcated for that purpose. A breach of this rule will entitle the Property Manager to have the offending vehicle towed away at the risk and at the expense of the owner of the vehicle or alternatively the Lessee concerned.
- 5.8 Where parking areas are demarcated for visitors, such areas may only be used for visitors parking and under no circumstances may any Lessee park their vehicles in such areas.

6. Security

- 6.1 All users must comply with all security measures implemented from time to time by the Property Manager.
- 6.2 Roller shutter and pedestrian doors must be kept closed and locked at all times when the Lessee is not in occupation of their unit.

7. Visitors

- 7.1 Visitors to the complex are required to sign in at the entrance gate and will be allowed access to the visitors waiting area only. Visitors are required to notify the Lessee whom they are visiting of their arrival and the Lessee being visited is required to scan their visitor into the Lessee-only area using their own access disc. If the Lessee is not present on site the visitor will not be granted further access. Visitors must at all times be accompanied by a Lessee or Lessee's staff member.
- 7.2 Lessees are responsible for their visitors at all times and are to ensure their visitors comply with the complex's conduct rules at all times. Any damage caused by such visitors shall be repaired at the cost of the Lessee concerned to the satisfaction of the property Manager, forthwith upon receipt of written notice by the Property Manager to do so.



8. Refuse

- 8.1 Refuse must be disposed of in the appropriate closed refuse bins which are stored in such locations as are demarcated for that purpose. All refuse must be separated into the separate and appropriate containers for recycling purposes.
- 8.2 Lessee's must ensure that all their refuse fits inside the designated refuse bin and that no refuse is placed on the ground within the designated refuse areas. Any refuse that is too large for a designated refuse bin must be disposed of in the designated central waste area.
- 8.3 No refuse is to be disposed of on the ground under any circumstances whatsoever.

9. Common Area Facilities

- 9.1 All common area facilities forming part of Storehouse shall be used at the sole risk of the user. The Property Managers and/or their representatives will not be liable for any injury, loss or damage suffered arising from the use of such facilities.
- 9.2 The use of common area facilities is restricted to Lessees only and, where permitted, their visitors. All visitors must be accompanied by a Lessee at all times when using such facilities.
- 9.3 Rollerskating, rollerblading and skateboarding are not permitted on any of the hard surfaced areas at any time.
- 9.4 No children are permitted to play in the parking areas, driveways, or common areas unless under the supervision of an adult.

10. The Hub

- 10.1 The Hub, its facilities and business services are for the exclusive use of Lessees.
- 10.2 Each Lessee is entitled to a single free membership of the Hub. Extra memberships for additional staff and/or visitors can be purchased as required. The Property Manager reserves the right to control access to the Hub and are will evict any non-members as it, in its sole discretion, deems fit.
- 10.3 Smoking is not permitted in the Hub or in any area which is intended for the shared use of all users. Smoking is only permitted in areas specifically designated for that purpose.

11. Insurance

- 11.1 The Lessor and or Property Manager shall have no responsibility whatsoever for the insurance of the contents of any particular unit and or any vehicle housed in a leased parking bay, which shall at all times be the sole responsibility of the Lessee in question.
- 11.2 Any Lessee shall not do or permit to be done in his unit or common area, anything which will or may increase the rate or premium payable by the Lessor on any insurance policy or which may tend to vitiate any such insurance policy nor bring into the premises or building any hazardous substances whatsoever without the prior written consent of the Lessor.
- 11.3 A Lessee shall not store or harbour on the property or any part thereof or in his unit any goods which may vitiate any fire insurance policy held by the Lessor or increase the premium payable in respect of such policy.



12. Non Compliance

The terms and conditions of use set out herein are in the interests of all who are leasing units and/or parking bays at Storehouse Midrand. It is a function of the Lessor, Property Manager, its employees, agents, service providers and all Lessees to see that these conditions are adhered to. All complaints, violations of these rules, or any other cause of concern must be in written form, addressed to the Lessor or Property Manager in order that appropriate corrective action may be taken.

