



Usage Regulations

§ 1 Occupancy of the Accommodation

- 1) The accommodation may only be occupied after allocation by the City of Dülmen. The accommodation will be handed over by the City of Dülmen. The allocation of the accommodation does not constitute a residential or tenancy relationship; the City of Dülmen may transfer the residents to another accommodation. This will be announced to the residents in good time, generally at least two days in advance.
- 2) Non-admitted persons are not authorised to stay in the accommodation. Persons who have not been allocated to accommodation are not permitted to stay overnight, not even temporarily. In the event of repeated offences, employees of the City of Dülmen may issue a house ban.

In justified individual cases, exceptions may be authorised by the employees of the City of Dülmen.

- 3) The employees and other authorised representatives of the City of Dülmen are permitted to access the allocated accommodations so that they can assure themselves of the well-being of the residents and the proper condition of the allocated accommodations and/or compliance with public law regulations.

In other cases, the municipal employees and other authorised representatives of the City of Dülmen will give the residents written notice of access to the allocated accommodations in good time, generally at least two days in advance. As far as possible, access should be granted between 8:00 a.m. and 8:00 p.m.

- 4) Unauthorised changes of allocated rooms within the accommodation are not permitted. If there is a justified need, the employees of the City of Dülmen will decide on the relocation to other rooms. This will be announced to the residents with a notice of generally at least two days in advance.
- 5) Residents are obliged to tolerate the accommodation of other persons in the allocated rooms within the framework of orderly occupancy.
- 6) Any absence of more than three days must be reported to the employees of the City of Dülmen in advance. If an absence of more than seven days is not so reported, it must be expected that the allocated rooms will be re-occupied by other persons. Any property left behind will be stored by the City of Dülmen for a period of six months. After six months, any items left behind will be disposed of.

§ 2 Usage of the Accommodation

- 1) The allocated accommodation may only be used for residential purposes.
- 2) Smoking, shisha smoking and the consumption of drugs and alcohol are prohibited in the entire building and on the outside premises.
- 3) The carrying, possession and storage of weapons of any kind is prohibited. This also applies to permission-free weapons.
- 4) The repair of motor vehicles and motorbikes is not permitted on the premises of the accommodation. Deregistered motor vehicles may not be parked on the premises.
- 5) Any commercial activity in the accommodation or on the premises of the accommodation is prohibited.
- 6) The construction of sheds, stables, garages, shacks, and the like is not permitted.
- 7) No animals may be kept in the accommodation or on the accommodation premises.
- 8) The slaughter of animals in the building and on the premises is not permitted.
- 9) Heating and electrical appliances may only be installed with the consent of the City of Dülmen. Heating and electrical appliances installed and/or provided by the City of Dülmen must be operated properly.
- 10) The accommodations and the fixtures and fittings provided must be kept clean and treated with care. In particular, floors, ceilings, walls, windows, and doors must not be damaged. The existing inventory is the property of the City of Dülmen.
- 11) Each resident is liable for any damage that he/she or his/her visitor culpably causes to the accommodation, its facilities or the objects provided for his/her use. Furthermore, any wilful destruction will be prosecuted.
- 12) Unauthorised changes on the premises and in the rooms, on the building, the facilities and the electrical, water, gas and heating systems are not permitted. Drilling and fixing of plugs, screws or the like in walls, ceilings, and floors as well as doors and windows of the accommodation is not permitted.
- 13) Cooking is only permitted in the designated kitchen areas or – in case of shared kitchens - in the shared kitchens. Barbecuing is only permitted outside the building in barbecue areas designated by the City of Dülmen and only in compliance with the usual duty of care.
- 14) The installation of radio and television aerials or telephone connections requires the written authorisation of the City of Dülmen.
- 15) It is not permitted to place or store objects of any kind on the stairs, corridors or in the common rooms. Bicycles, motorbikes, and mopeds may not be parked in the accommodation, as otherwise the safety of the existing fire and rescue routes is

jeopardised. Parking these vehicles is only permitted at the designated bicycle stands.

- 16) All residents of the accommodation must prevent imminent damage to facilities and equipment as far as possible. Furnishings provided to the residents must be used with care. Sufficient ventilation and heating must be ensured in the allocated rooms.
- 17) Any defects and damages occurred as well as any vermin discovered must be reported to the employees of the City of Dülmen immediately.
- 18) Parents have the right and the duty to look after their minor children and to ensure that these comply with the house rules. This personal care also includes the duty of supervision. Parents who breach this duty are liable for any damage that their children unlawfully cause to other persons.
- 19) The residents undertake to comply with these usage regulations. They will be handed out to each resident when they move into an accommodation provided by the City of Dülmen. In addition, they will be displayed in each accommodation in a manner clearly visible for every resident. Additions, amendments, and supplementary verbal instructions remain reserved.
- 20) Residents who do not comply with these usage regulations or who, through their behaviour, cause significant disturbance to the house community or endanger the safety of other residents must expect their accommodation right to be terminated.

§ 3 Silence, Order & Cleanliness

- 1) In the interest of the common good, residents must comply with these usage regulations and show consideration for one another.
- 2) From 10 p.m. to 6 a.m., any activity that is likely to disturb the peace and tranquillity of other residents and neighbours must be avoided. Visitors are also not permitted during this time.
- 3) The front door must be kept closed during the day and must be locked from 10.00 p.m. to 6.00 a.m.
- 4) Laundry may only be washed in the designated laundry room and may only be dried in the tumble dryer. If a washing line is available, laundry may also be dried outside. Adequate ventilation of the laundry rooms must be ensured.
- 5) The residents are responsible for cleaning the shared common rooms and facilities, the stairs and corridors and the premises belonging to the accommodation.
- 6) All residents must ensure that the forecourt and grounds are not soiled by litter and/or objects thrown away.
- 7) Rubbish and kitchen waste only belong in the rubbish bins. The bin areas must be kept clean. In particular, the shared kitchens, toilets and shower rooms must be cleaned immediately after each use for reasons of hygiene. The City of Dülmen

reserves the right to draw up a binding cleaning schedule which must be adhered to by all residents of the accommodation.

- 8) Toilets, corridors, and stairways must be kept clean. Wastewater may only be poured into sinks and/or dischargers, not outside.

§ 4 Termination of the Owner-User Relationship

- 1) When the usage of the accommodation is terminated, the accommodation must be returned to the City of Dülmen swept clean, with any and all furnishings belonging thereto and after removal of any defects. Any keys provided are to be returned exclusively to municipal employees. Any furniture, household effects and other items brought into the accommodation by the resident must be removed when moving out. In case of non-compliance, the City of Dülmen will dispose of these items at the resident's expense.

CITY OF DÜLMEN
The Mayor

Hövekamp