



The Parkside Lodge House Rules

For the safety and well-being of all residents, all tenants are required to abide by the House Rules at all times.

GENERAL

- Residents must not interfere with the reasonable peace, comfort, privacy of other residents.
- Residents must keep noise to a minimum in consideration of other residents, particularly in communal areas.
- Drunk and/or disorderly behaviour is unacceptable & will be immediately reported to the police.
- Illegal substances will not be tolerated and any tenant found to have or be under the influence of an illegal substance will be reported to the police.
- Residents must maintain a reasonable standard of dress in consideration of other residents.
- Residents must keep their TV's, radios and computers at an acceptable level as not to disturb other residents or to create noise pollution.
- AT NO TIME are residents permitted to become abusive, verbally or physically, with any other resident in order to resolve disputes. Disputes must be reports to the managing agents who will attempt resolution between all residents involved before passing it on to the relevant authorities.
- Residents are responsible for the smoke alarms in their rooms. You must not tamper with, touch or remove batteries or any other part of the smoke alarm. If your neglect results in fire services attending the property due to a false alarm, **you will be made to pay the bill.**
- Similarly, there is to be NO cooking, smoking, using candles or any type of open flames in rooms. If your neglect results in fire services attending the property due to a false alarm, **you will be made to pay the bill.**
- Bathroom must be left free of excess water on the floor or on basins.

Policies & Procedures

House Rules

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- All tenants must ensure all room lights and fans are turned off when not in use or if you are not in physically your room.
- All room furniture and inclusions must remain as they are & not be removed at any time.
- Residents are not permitted to affix any items to any walls such blu-tak, sticky tape etc.
- All items in need of repair and/or maintenance within the communal areas or your room must be reported by email (in writing) to the managing agent as soon as noticed.

VISITORS AND GUEST RESPONSIBILITIES

- Short stay visitors are welcome at any time however, this property is not a private home and overnight guests are not permitted. Visitors must leave the property by 10 pm.
- Residents must ensure their guests are aware of the house rules for these premises and that they and their guests do not interfere with the reasonable peace, comfort or privacy of other residents.
- Visitors are prohibited from entering the rooms of residents other than their host and residents are responsible for the conduct of their visitors including payment for any damage or breakage that they may cause.
- Residents must ensure their guests leave communal areas clean and tidy after using them.
- Residents must not give their room key to visitors or any other person to use.

SMOKING

- **SMOKING IS PROHIBITED** in buildings at all times. This includes your room and the internal communal areas. **This rule exists for the comfort and safety of all residents and is a legal requirement in QLD.**
- Smoking, burning candles, oil burners, incense burners, bar/oil heaters etc are **prohibited in rooms at all times.**

Policies & Procedures

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- Smoking is prohibited within 4 (four) metres from any entry door, window or air-conditioning unit.
- Smoking is only permitted outside in the designated smoking area (near BBQ).
- DO NOT leave cigarette butts lying around or in containers or bins anywhere on the property – use the designated smoking ashtray (on BBQ table) to discard your cigarette butts.

CLEANING

- Residents are responsible for cleaning their rooms and maintaining the property's cleanliness.
- Residents must leave all communal areas neat, clean and tidy after using them.
- All kitchen appliances and kitchen work surfaces and benches MUST be cleaned after use.
- The cleaners will clean only the common areas (kitchens, bathrooms, hallways). The cleaners will not pick up after you or wash your dishes – YOU must do this.
- The cleaners have been instructed to remove any items from the communal areas left by tenants.
- Personal items such as suitcases and bicycles must not be left in the communal areas at any time.

ANIMALS

- No animals are allowed to be kept on the premises by residents AT ANY TIME!!