



HOUSE RULES / BY-LAWS

Undang-Undang Kecil

**MANAGEMENT CORPORATION (MC) VISTA SERI PUTRA
PERBADANAN PENGURUSAN VISTA SERI PUTRA**

Tingkat Bawah, Blok K, Vista Seri Putra Apartment
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THE ANNEXURE REFERRED TO IN CLAUSE 4 HEREINABOVE

VISTA SERI PUTRA APARTMENTS HOUSE RULES

1.0 PREAMBLE

1.1 General

- (a) The purpose of these rules and regulations which constitute the House Rules of VISTA SERI PUTRA APARTMENTS (hereinafter called “the Complex”) is to promote the harmonious occupancy of the apartments therein, to protect all occupants from annoyance and nuisance caused by any improper use of the Apartment and to preserve the reputation and prestige of the Complex thereof, thereby providing maximum enjoyment of the premises and its facilities.
- (b) The House Rules are formulated to serve as guidelines which govern the occupation and usage of the Complex. All occupants and invitees in the Complex shall be bound by these rules. It is the Management’s desire to create awareness among all occupants that to achieve the common goal of a comfortable life in a peaceful environment of apartment living, the cooperation of all occupants in complying with all the rules and regulations are required.
- (c) The full authority and responsibility for the enforcement of these rules lie with the Management. House Rules may be amended by the Management from time to time. Suggestions are welcomed from all occupants but must be put in writing to the Management who reserves the right to accept or reject any suggestions.

1.2 Definitions

In these House Rules unless the context otherwise requires, each of the following words or expressions shall have the meaning stated against it below:

- (a) “Any other personnel” includes contractors, deliverymen, servicemen, etc.
- (b) “Complex” includes the building or buildings comprising the individual premise, the common property and the car parks which are collectively known as VISTA SERI PUTRA APARTMENTS.
- (c) “Guest” refers to any person(s) who is not an owner-resident or lessee-resident and whose presence in the Complex is at the invitation of either a owner-resident or lessee-resident.
- (d) “Lessee” refers to a person(s), who is for the time being leasing one of the Apartment units and who is also residing therein.
- (e) “Management” refers to the Developer or Management Corporation (when formed) or an appointed Managing Agent authorized by the Developer or Management Corporation (when formed) to enforce these rules.
- (f) “Occupants” includes owners, lessees, tenants, lawful servants, agents, permittees and licensees.
- (g) “Owner” refers to person(s), who owns a unit of the Apartment and who has the beneficial and/or legal title to the same.
- (h) “Resident” refers to a person(s) who is either a lessee or tenant or an owner.

2.0 OCCUPANCY

2.1 Approved Use of Apartment Units

An apartment unit shall be used only for residential purposes and shall not be used for business or any other purposes (illegal or otherwise) which may be injurious to the reputation of the Complex.

2.2 Occupant's Guests/Invitees

- (a) All guests / invitees of the occupants would be required to register and/or provide their particulars to the security guards before being permitted entry into the Complex and/or Apartment units.
- (b) Occupants may inform the security guard's their likely guests by furnishing relevant details before hand.
- (c) The occupants shall be responsible for ensuring that their guests/invitees comply with the House Rules at all times and that their behaviour is not offensive to other occupants of the Complex. Occupants shall be liable for any damage caused by their guests/invitees.

2.3 Household Pets and Livestock

No livestock or other animals whatsoever shall be allowed or kept in any part of the Complex. The Management reserves the right to remove any pets found within the Complex at the owner's expense.

2.4 Nuisance

- (a) All occupants shall at all times conduct themselves in a manner which will not cause any nuisance to other persons, excessive noise, unruly or offensive behaviour is not permitted.
- (b) Radio, Television, Hifi or other musical instruments shall be operated at a volume so as not to interfere with the peaceful enjoyment of other occupants.
- (c) All occupants are requested not to sound their car horns unnecessarily so as to cause disturbance or annoyance to other residents in the neighbourhood.
- (d) Indoor games such as "Mahjong" shall be restricted within a private -Apartment only. Players are advised to lay sufficient cushion on the table so as to ensure that no excessive noises will be emitted.

2.5 Parties and Functions

- (a) Private parties or functions are limited to the Multi-Purpose Hall/Function Room (where available and applicable), designated pool areas or within a private Apartment unit.
- (b) Use of the Multi-Purpose Hall/Function Room (where available and applicable) and designated pool area shall be reserved with the Management Office.

2.6 Owners' Agent

- (a) Owners who are not residents in Malaysia shall appoint a local agent to represent their interests. Such owners shall file the names, addresses and telephone numbers of their agents with the Management prior to allowing access to the property.
- (b) An apartment unit owner or his appointed agent shall be responsible for the conduct of his lessee(s) or guest(s) and shall, upon notice given by the Management, immediately remove, at his own expense, any unauthorized structure, and equipment/property placed in the common property.

- (c) The absent owner should at his own expense, have an authorized agent or representative registered with the Management, to conduct periodic inspections of his Apartment unit and assume responsibility for the contents therein

2.7 Owner's Entitlement To the Use of Common Facilities

Once an apartment unit is leased or tenanted out, the entitlement to the use of the common property and facilities is automatically transferred to the lessee and the lessor is no longer entitled to use these facilities as the lawful registered owner.

2.8 Use Of Management's Employee

- (a) No occupant of the building is allowed to use any employee of the Management for any business or private errands. The Management and maintenance staff of the Complex are not authorized or allowed to accept delivery of packages, parcels, etc or perform any kind of private work for any occupant, unless on orders of the Building Supervisor.
- (b) No tips, gifts, or gratuities are to be offered to any employee of the Management for rendering services or courtesies in the regular performance of their duties.

2.9 Solicitation

No soliciting of goods and services, religious or political activities shall be permitted in the Complex.

2.10 Combustible Materials

Highly combustible substances such as petroleum products must not be kept in substantial quantities above the normal amount consumed by a private dwelling. Substances which may give rise to smoke, fumes or obnoxious smells, explosives of any nature (including but not limited to fireworks) shall not be kept, stored or used in the Complex.

3.0 COMMON AREAS

3.1 No Obstruction At Common Areas

The common property or areas including sidewalks, passages, lobbies, stairways and common corridors must not be obstructed at any time, or used for any purpose other than their designated use only. Motorcycles, bicycles, tricycles, children's riding toys, roller skates, skateboards and the like (with the exception of wheelchairs) or any other personal property may not be ridden in, used, placed, stored or left in any common areas (except for areas designated for such purposes) of the Complex which will be an obstruction to freedom of movement or transit for other occupants.

3.2 Potted Plants

All potted plants shall be placed in containers so as to prevent the dripping of water or soil onto other apartment unit(s) or common areas. All occupants are to ensure that no potted plants or any other objects are placed dangerously on or near the perimeter of the premises whereby they may fall and cause bodily harm to person(s) or damage to the property below.

3.3 Cleaning of Areas Adjoining to External Walls

Care should be taken when cleaning areas adjoining the external walls so as to prevent water from running down the exterior of the building or into other Apartment unit(s).

3.4 Liabilities for Damages to Common Property

Any damage caused to common property shall be assessed by the Management and the cost of repair and/or replacement will be charged to the occupant(s) responsible.

3.5 Exterior Facade of the Complex

- (a) For the purpose of maintaining the image of the Complex, the exterior facade of the Complex shall represent uniform appearance. As such, occupants shall not allow any projections to extend through any door or window openings. No shade, awning or grill shall be used except those designs approved by the Management and these should be fixed within the internal faces of the premises only. The Management shall have the right to insist and direct that the occupants comply with this rule, failing which the Management shall have the right to remove such projection and to remedy the breach, in which event, all costs and expense thereof shall be borne by the occupants.
- (b) Brooms, mops, cartons, notices, advertisements, posters, illuminations or other means of visual communication shall not without the written consent of the Developer or Management Corporation first had and obtained, be placed on windows, doors or passages so as to be in view from the outside of the Apartment unit.
- (c) Occupants of Apartment unit(s) shall ensure that textile items such as clothes, towels and linen shall not be hung or placed in any areas so as to be in view from the outside of the Apartment unit(s) or common areas. In particular, such textile items shall not be hung from poles which protrude through the windows, or roofs of the Apartment unit(s).
- (d) No radio or TV antennae shall be allowed to be attached to or hung from the exterior of walls or to protrude through walls, windows or roofs.
- (e) All nails, screws or any similar fasteners used at the external surfaces of the Complex should be of stainless material so as to prevent staining of the exterior of the Complex.

3.6 Furniture and Equipment in Common Areas

All furniture and equipment placed and/or installed in the common areas have been provided for the safety, comfort and convenience of all occupants and therefore shall not be damaged or removed or altered without the permission of the Management.

3.7 Elevators (where applicable)

- (a) No person shall wear a wet bathing suit, drink or eat in any elevator. Bicycles and motorized form of transport (other than wheelchairs) are not to be placed in any elevator.
- (b) Smoking in the elevators is strictly prohibited.
- (c) No person shall tamper with any of the lift controls in a manner so as to prevent the proper functioning of the lifts.
- (d) In the event of a power failure or fire or other emergencies, occupants must not use the elevators but should use the stairways to vacate.
- (e) No personal items or refuse of any kind shall be left in the elevator. The security guards should be informed of any personal belongings found unattended in the elevator.
- (f) Occupants must inform the Management of any shifting of heavy or bulky items using the elevators at least 24 hours in advance so that proper arrangements can be made to avoid causing any inconvenience to other occupants.

4.0 CAR PARKING

4.1 Designated Car Park Lot

- (a) A designated car parking lot will be assigned for the exclusive and private use for those who own one Apartment unit. On no occasion are occupants permitted to park the car in any other lot or areas other than the designated lot. The designated car park lot can only be used for the parking of one (1) car only and not any other vehicles or material, boxes or as a storage area.
- (b) The car shall at all times be properly parked in the said lot within the designated area. The occupant whose designated car park lot found wrongfully occupied by another car is advised to report to the security guards. Any vehicle parked in the areas other than the designated car park lot may be towed away at the vehicle owner's expense without prior warning.
- (c) The said car park lot shall be marked with the occupant's apartment number. An occupant must apply to the Management for any alteration to the said number. Any such request must be accompanied with the occupant's name and Apartment unit number together with such sum as shall be fixed at the Management's discretion for handling charges.

4.2 Car Sticker

- (a) A non-transferable car sticker will be provided for each car park lot owned by the occupant and the same is to be displayed prominently on the windscreen at all times for easy identification.
- (b) An occupant who wishes to obtain or renew a car sticker must apply to the Management, supplying his name and Apartment unit number together with a copy of the registration card of the motor vehicle and pay such rates as shall be fixed at the Management's discretion for the cost of sticker and handling charges. The car sticker shall be renewed annually and a new car sticker will be issued after receipt of the required remittance and the surrender of the expired sticker.
- (c) Any loss of car stickers must be reported immediately to the Management and a fresh sticker would be issued at a penalty fee of such rates as shall be fixed at the Management's discretion.
- (d) Cars without approved car stickers will not be allowed to enter the Complex.

4.3 Car Wash and Repairs

Only car polishing is permitted on the said lot provided that no excessive dirt, mud and/or water is to be left thereon in which instance the car shall only be washed at a specially designated area reserved for this purpose. Except for minor repair works, no heavy repair work shall be permitted on the parking lot. (A "heavy repair" includes a repair that involves excessive noise or spillage of oil or dirt).

4.4 Owner's Risk

The Management will not be responsible for any theft, loss or damage or other misdemeanor to the vehicles and/or their contents parked in the designated lot howsoever arising.

4.5 Additional Structures on Car Park

No additional building or structure shall be erected on any car park in the Complex.

4.6 Guest's Car Park

Guests shall only park in designated guest parking areas. Occupants shall ensure that they and their guests do not park in bays assigned to other occupants.

4.7 Management's Right to Reallocate Car Parks

The Management reserves the right to redesign, revise and reallocate the layout of the said car parks other than the car parks designated as accessory parcels and to stipulate from time to time any other terms and conditions relating to the use of the said car parks or such other terms and conditions that may be imposed by the relevant authorities.

4.8 Motorcycles, Bicycles, etc

Motorcycles, bicycles and other similar forms of transport shall be parked at the designated parking lots and on no occasion should these vehicles be left or parked in any other car park lots or areas.

5.0 REFUSE DISPOSAL

5.1 General

No rubbish, rags or any other refuse shall be thrown or permitted to be thrown through the doors or windows of the premises except into the refuse bins provided in or outside the Complex.

5.2 Refuse in Plastic Bags

Occupants shall ensure that all refuse be sealed in non-porous plastic bags and place them properly in the refuse bins provided within the Complex or at the refuse chamber located on each floor, where applicable. All wet refuse should be thoroughly drained of any liquid and care should be taken to prevent dripping onto the floor of the common areas.

5.3 Heavy or Bulky Objects

Heavy or bulky objects must be placed in the refuse collection centre.

5.4 Refuse Chamber/Room Doors (where available and applicable)

Occupants using the refuse chambers/rooms must ensure that the doors are closed after use to prevent the growth of pests.

6.0 RENOVATION, DELIVERY AND REMOVAL

6.1 Working Hours

Renovation, delivery and removal works are restricted to the following hours:

Mondays — Fridays	9:00 am — 5:00 pm
Saturdays	9.00 am — 1:00 pm
Sundays and Public Holidays	No work allowed

6.2 Permission before Commencement of Works

Occupants must inform the Management and obtain permission prior to the commencement of any renovation works.

6.3 Work Schedule

Owners/tenants and their contractors are reminded to inform the Management of their work schedules.

6.4 Deposit

- (a) A deposit is required before the removal or renovation works are carried out. The refundable deposit sum shall be at such rates as shall be fixed at the Management's discretion.
- (b) Such deposit is to ensure that all unwanted materials, debris, etc are not left in the corridors, lift lobbies, fire escape staircases or any other common areas and that no common property in the Complex is damaged. Otherwise the costs of cleaning and/or repairing damages, if any, will be deducted from the deposit and the balance will be refunded to the occupant concerned. In the event that the clean-up costs and damages exceed the deposit, the occupant responsible shall be charged an additional amount.

6.5 Security Check

All delivery, removal and renovations works must be reported at the security checkpoint prior to the work being carried out. Otherwise, the Management reserves the right to refuse entry to any unknown personnel for whatever purposes which cannot be verified there and then.

6.6 Identification Passes

All contractors must report at the security checkpoint to obtain identification passes and must wear their passes at all times whilst in the Complex. Security personnel have the right to question any person in the Complex found without a pass.

6.7 Use of Lifts (where available and applicable)

All deliveries, removals and workmen must use only designated lifts (where available and applicable) and staircases so as not to cause any inconvenience to other occupants.

6.8 Water and Electricity

All occupants and/or their contractors are NOT allowed to tap water/electricity supply from the common areas.

6.9 Packing and Crating Materials

Packing, crating and/or renovation materials / debris must be removed by the occupants and their contractors to the dumping ground approved by the appropriate authority.

6.10 Renovation Limits

All renovation works should be confined to the limits of the occupant's apartment. Knocking of structural slabs, columns and beams are not permitted. Knocking down of walls and wet construction works are not encouraged. In any case, the occupants concerned are to ensure that renovation works are carried out according to existing rules and regulations of the Appropriate Authorities.

6.11 Conduct & Behaviour of Contractors

Owner/residents shall be responsible for the conduct and behaviour of their appointed contractors. Any damage to the building and equipment caused by the moving of furniture or other personal effects shall be replaced or repaired at the expense of the owners/residents concerned.

7.0 COMMON FACILITIES

7.1 General Rules

- (a) To maintain the exclusiveness of the apartment living, all the common facilities in the Complex are mainly intended for use by residents only.
- (b) The use of the recreational facilities by guests of residents shall be restricted to weekdays only (excluding Public Holidays) from 9:00 am to 5:00 pm.
- (c) Residents' employees are not permitted to use the recreational facilities unless they are signed in as guests on each occasion.
- (d) Each resident is permitted to bring in not more than 2 guests per unit at any one time for the use of the facilities, during off peak hours.
- (e) Residents must accompany their guests when using the facilities.
- (f) The resident concerned will be held responsible for any damage caused by their guests or themselves. Any damage caused by previous users of the facilities should be reported to the Management immediately before the commencement of use of the facilities.
- (g) The Management may require any person using any of the facilities to identify himself or herself if necessary.
- (h) Any person found in breach of any rules and regulations may be asked to leave the facility premises by the security guards.
- (i) While the Management will take every precaution to ensure that the facilities are properly maintained, all occupants and guests use the common facilities at their own risk. The Management is not responsible for any injuries or damage sustained by the users or for any loss and/or damage to their personal property.
- (j) The rules and regulations for the facilities are subject to change without prior notice.

7.2 Swimming and Wading Pools

7.2.1 *Swimming Hours*

The pools are open from 7:00 am to 10:00 pm. No person shall be allowed to use the pool when the pool is closed.

7.2.2 *Children Using the Pool*

Children under 12 years of age using the pool must be accompanied and supervised by their parents or an adult.

7.2.3 *Showers and Footbaths*

For hygienic reasons, showers must be taken without exception by all users before entering the pool. All suntan lotion/oil must be removed from the body before entering the pool. Users are advised to use foot baths before entering the pool.

7.2.4 *Swimming Attire*

Proper swimming attire must be worn by all users of the pool at all times.

7.2.5 *Horseplay, etc*

No horseplay or similar activities shall be allowed in the pool or its surrounding areas.

7.2.6 *Pets*

No pets are allowed in the pool or its surrounding areas.

7.2.7 *Floats & Scuba Gears, etc*

No large mats, bulky floats, snorkel and scuba gears shall be used in the pool.

7.2.8 *Diving*

No diving is allowed in the pool.

7.2.9 *Thunderstorm*

During thunderstorms, all users are advised in their own interest to leave the pool.

7.2.10 *Harmful Objects*

Glassware, breakable and other harmful objects (such as hair pins, curlers, safety pins, bobby pins (etc) are forbidden in the pools and surrounding areas.

7.2.11 *Food and Drinks*

(a) Food and Drinks are not allowed in the pools and immediate pool deck areas.

(b) Smoking in the pools and surrounding areas is strictly prohibited.

7.2.12 *Personal Property*

The Management will not be responsible for any loss and/or damage to the personal property left in the changing rooms or in any other parts of the building.

7.2.13 *Pump Room*

The filtration plant and pump room of the swimming pools are out of bounds to all personnel unless authorized by the Management.

7.2.14 *Persons Suffering From Diseases*

No person suffering from any infectious, contagious or sexually transmitted diseases with bandages, cuts or open wounds of any type may use the pools.

7.2.15 *Radio/Cassette Players*

Portable radio/cassette players are permitted in the pool area provided the volume is controlled and do not annoy other users around the pools.

7.2.16 *Guests*

The pools and its surrounding are intended for use by residents only. Guests of residents are permitted (subject to Rules 7.1(a) and (b) herein) only when accompanied by the residents and only to the extent that other residents are not inconvenienced.

7.2.17 *Management's Authority*

The Management shall have the authority to expel from the pools areas any person disobeying the rules or endangering his own safety and/or that of other persons.

7.2.18 *No lifeguards Provided*

- (a) The Management declares that no lifeguards will be employed or stationed at the swimming and wading pools.
- (b) The Management advises the occupants and guests to exercise care when using the pool and to take care of their respective charges.
- (c) The Management will not be responsible for any death or injury whatsoever caused to person(s) using the swimming and/or wading pools.

7.2.19 *Reservation of Poolside Facilities*

- (a) Only the poolside facilities may be reserved by residents for their private functions from 6:00 pm to 10:00 pm.
- (b) Reservation for the poolside facilities must be applied to the Management at least one (1) week in advance.
- (c) All reservations shall be on a first-come-first served basis, subject to the Rules and Regulations stipulated by the Management from time to time. However, the Management reserves the right not to permit such reservation should it inconvenience other residents.
- (d) The charge for each reservation of the pool per function shall be at such a rate as shall be fixed at the Management's discretion.
- (e) A deposit of such rates as shall be fixed at the Management's discretion is required when making a reservation. This is to ensure that areas used for the function are left in a clean and satisfactory condition after use. The cost of cleaning and additional charges if any, will be deducted from the deposit and the balance, if any, will be refunded to the occupants who make the reservations. In the event that the clean-up costs and damages exceed the deposit, the host resident shall be charged the additional amount.
- (g) The host resident must ensure that no food or beverages be allowed to be brought into the immediate vicinity of the swimming or wading pools.
- (h) The residents who make the booking shall ensure that the barbecue area and its surrounding areas are cleared of all refuse and thoroughly cleaned after used.
- (i) Fire in the barbecue area should not be left unattended and must be put out at the end of the function.

7.3 *Gymnasium*

7.3.1 *Operating Hours*

Residents may use the gymnasium from 7:00 am to 10:00 pm daily.

7.3.2 *General*

- (a) Users of the gymnasium must be appropriately attired. No street outdoor shoes such as boots, high-heeled shoes except rubber-soled shoes are to be worn in the gymnasium/aerobics room and/or sauna.

- (b) No smoking, drinking or eating is permitted in the gymnasium.
- (c) All equipment in the gymnasium must be used only for its specified purpose and no equipment is to be taken out of the gymnasium. After use of the various equipments, they are to be replaced at their positions.
- (d) All lights and fans must be switched off after use of these facilities.
- (e) Children under 16 years of age entering the gymnasium must be accompanied by an adult.

7.4 Multi-Purpose Hall/Function Room (where available and applicable)

7.4.1 Reservation

- (a) The Multi-Purpose Hall/Function Room may be reserved by the occupants for holding private functions from 8:00 am to 10:00 pm daily.
- (b) The occupants of each household will be allowed to reserve the Multi-Purpose Hall/Function Room for a maximum of one (1) day per function only or such duration as may be permitted by the Management.
- (c) Reservation for the use of the Multi-Purpose Hall/Function Room must be applied to the Management Office at least one (1) week in advance.
- (d) All reservation would be on a first-come-first served basis, subject to the approval and rules and regulations stipulated by the Management from time to time.

7.4.2 Charges

The Charges for the rental of the Multi-Purpose Hall/Function Room shall be at such a rate as shall be fixed at the Management's discretion payable upon confirmation of reservation.

7.4.3 Deposit

A deposit at such rates as shall be fixed at the Management's discretion is required when making a reservation. This is to ensure that after the use of the Multi-Purpose Hall/Function Room, they will be clean and in a satisfactory condition. The cost of cleaning and additional charges, if any, will be deducted from the deposit and the balance, if any, will be refunded free of interest to the occupant who made the reservation. In the event that the clean-up cost or damage exceeds the deposit, the resident host shall be charged the additional amount.

7.4.4 General

- (a) The Multi-Purpose Hall/Function Room shall be closed to other residents when it is reserved for a private function.
- (b) All users of the Multi-Purpose Hall/Function Room shall refrain from making excessive noise as it may disturb the other residents nearby.
- (c) No radio, tape recorders, TV set or other electronic or mechanical sound instruments or equipment shall be used in the Multi-Purpose Hall/Function Room without permission from the Management.

8.0 SPECIAL NOTES

8.1 Disclaimer of Liability

The Management, its agent and its employees shall not be liable in any manner whatsoever for loss of or damage to any person, property or injury to or death of any person in the Complex whatsoever. Each and every person using the Complex and/or any of the common facilities and/or amenities in the Complex do so at his/her own risk and shall be responsible for the safety of his/her property and/or person and hereby absolve the Management from any liability whatsoever arising therefrom to the extent permitted by law.

8.2 Terms And Conditions In The Sale and Purchase Agreement

The rules and regulations set out herein shall be in addition to but not in diminution of the terms and conditions, stipulations or restrictions set out in the Sale and Purchase Agreement and Deed of Mutual Covenant thereto or the schedules referred to therein.

8.3 Amendments And Alterations.

The Management reserves the right to amend, add to, alter, vary or change any or all of the above House Rules from time to time as it deems necessary and to charge such fees as shall be fixed at the Management's discretion for any of the facilities referred to above notwithstanding that there are no charges now stated herein.

VISTA SERI PUTRA APARTMENT

HOUSE RULES (AMENDMENT) 2014

Date of AGM : **28th September 2014**

Date of AGM Assent : **28th September 2014**
(Endorsement by AGM)

Amendment as follows:

1. **Clause 2.2(b)**

"All occupants shall inform the security guards their likely guests by furnishing relevant details before hand. For a party and/or banquet where a large number of guests/invitees are expected, the occupants shall inform the Management by furnishing relevant details for the exemption standard procedure provided that the Complex has an adequate visitor parking."

2. **Clause 4.1(a)**

"A designated car park lot shall be assigned for the exclusive and private use for those who own one Apartment unit. All occupants shall effect the registration of the car and/or motorcycle with the Management whereby the Management shall issue a copy of registration card bearing details which shall include but not limited to the name of the owner, apartment unit number, type of vehicle, and vehicle registration number. Any changes as to the details must be notified in writing to the Management immediately to avoid any difficulties and denial of access to the occupants."

3. **Clause 4.1(b)**

"All occupants shall park their respective car and/or motorcycle at the designated parking lot allotted for each apartment unit. Upon receiving any complaints and/or inspection by the Security Guards and/or the Management, whereby any motor vehicle which found parked in the areas other than the designated parking lot, and/or blocking the roadway, and/or without approved sticker and/or other offences which in the opinion of the Management will interrupt, disturb and annoy other occupants shall be clamped by the Management and a fine of RM100.00 shall be charged to reopen the clamp."

4. **Clause 4.2**

"The Management shall only issue one Car Sticker and one Motorcycle Sticker for each apartment unit. A non-transferable."

5. **Clause 4.2(d)**

(Replaced by) "Any, motor vehicle without approved car and/or motorcycle sticker shall not be allowed to enter the Complex."

6. **Clause 4.3**

"Any occupant who wishes to obtain, renew or transfer ownership of the Car Sticker and/or Motorcycle Sticker shall apply to the Management supplying a copy of the registration card in Clause 4.1(a), and subject to the Management's approval, to pay such rates as shall be fixed."

7. **Clause 6.1**

- (a) Renovation works are restricted to the following hours:

Monday — Friday 9:00 am — 5:00 pm

Saturday 9:00 am — 1:00 pm

Sunday and Public Holidays No work allowed

- (b) Delivery and Removal works are restricted to the following hours:

Monday — Sunday 8:00 am — 8:00 pm

Strictly No Delivery and Removal works after 8:00 pm is allowed

8. **Clause 6.2**

“Occupants must inform the Management and obtain written permission prior to the commencement of any renovation works. The Management shall have the power to direct the renovation works to be stopped immediately if there is no prior written consent obtained and/or the renovation works are carried out during Sunday and/or Public Holidays. Failure to comply with such order, the occupant of such Apartment unit shall be liable for compound of RM100.00 per day by the Management.”

9. **Additional Clauses:**

- (a) “No heavy vehicle with loads over one (1) ton shall be allowed to park within the complex except with written consent from the Management.”

- (b) “Any motor vehicle which in the opinion of the Management was left abandoned and/or damaged and/or neglected within the Complex shall be towed away by the Management provided that a seven (7) days notice has been attached on the conspicuous part of such motor vehicle and such service shall be deemed to be sufficient under these by-laws, The Management shall have the discretion to decide on the refuse collection centre for such motor vehicle to be delivered and shall not be liable for any loss and/or damage incurred by the owner during and/or after the said motor vehicle being towed out from the Complex and the cost for such service shall be borne by the owner.”