

Husorden for Trekronerkollegiet

Gældende fra Jan. 2012

§ 1 **Ansvar:**

- Stk 1 Beboerne skal, i deres opførsel, vise hensyn til de øvrige beboere.
- Stk 2 Beboerne skal respektere de rammer som er blevet sat i de enkelt køkkener, af de nuværende beboere.

§ 2 **Køkkenmijlø:**

- Stk 1 Senest 1 uge efter en ny beboer er flyttet ind, skal hvert køkken afholde et køkkenmøde, hvor alle beboerne er tilstede (hvis muligt), og regler (inkl. uskrevne) og køkkenets sociale- og rengøringsaftaler bliver drøftet.
- Stk 2 Beboerne i hvert køkken skal holde regelmæssige køkkenmøder, for at gennemgå regler og daglig færdens i fællesarealerne, og sikre beboernes individuelle velvære.
- Stk 3 Hvis det ønskes i køkkenet, kan et eller flere upartiske repræsentanter af bestyrelsen deltage ved køkkenmødet.

§ 3 **Rygning:**

- Stk 1 Rygning i fællesrum er ikke tilladt. Dette indebærer fælleskøkken og toilet, samt gange og indgangs partier.
- Stk 2 Rygning på eget værelse er tilladt, med mindre der er klager over lugtgener fra andre beboere.

§ 4 **Affald:**

- Stk 1 Almindeligt husholdningsaffald skal fyldes i plastikposer, der skal lukkes forsvarligt.
- Stk 2 Affaldsposerne skal lægges i de alm. containere, som derefter skal kunne lukkes helt.
- Stk 3 Flakser, glas, etc. skal afleveres i de dertil opstillede containere.
- Stk 4 Aviser, papir og pap skal anbringes i de dertil opstillede containere.
- Stk 5 Brændbart storskrald skal anbringes i den store container, på parkeringspladsen. Evt. kontakt inspektøren for hjælp.
- Stk 6 Fjernelse af elektronisk skrald el.lign sker efter aftale med inspektøren.

§ 5 **Renholdelse:**

Det påhviler lejerne af fælleslejlighederne at foretage ugentlige rengøring af fælleskøkkener og badeværelser, på skift med de øvrige lejere i lejligheden. Der henvises i øvrigt til afdelingens vedligeholdelsesreglements afsnit om fælleslokaler.

§ 6 **Festlokale:**

- Stk 1 Festlokalet kan lejes efter aftale med afdelingsbestyrelsen eller viceværtien, hvis der ikke eksistere en afdelingsbestyrelse. Afdelingsbestyrelsen kan kontaktes på: trekronerkollegium@gmail.com
- Stk 2 Benyttelse sker på lejerens ansvar, og rummene skal rengøres efter brug. Lejekontrakt og nøgler udlevers ved betaling af lejebeløb og depositum.

§ 7 **Ude-område:**

- Stk 1 Området skal holdes fri for storskrald m.v. som ikke kan placeres i affaldscontainerne.
- Stk 2 Biler, motorcykler, anhængere etc. må ikke parkeres eller føres på stierne.
- Stk 3 Cykler og knallerter skal anbringes i kælderen eller i de dertil afgrænsede områder.
- Stk 4 Der må ikke anlægges bede eller andet, der ødelægger græsarealerne.

- Stk 5 Der må ikke henkastes affald.
- Stk 6 Uansvarlig og støjende adfærd er ikke tilladt.
- Stk 7 Det er ikke tilladt at udlægge foder eller på anden måde skabe tilhold for fugle eller andre omstrefjende dyr
- Stk 8 I tvivlstilfælde kontakt inspektøren.

§ 8 Fyrværkeri:

Afbrænding af fyrværkeri må ikke ske fra altaner, gård ellers ejendommens arealer i det hele taget.

§ 9 Parabolantener:

Opsætning af parabolantener og lignende må kun ske med inspektørens godkendelse. Dette skyldes hensynet til bygningens ydre fremtoning.

§10 Skader:

- Stk 1 Skader forvoldt på bygning og/eller inventar, af beboerne eller deres gæster, hæfter de pågældende beboere for.
- Stk 2 Der hæftes kollektivt for skader på fællesrum, hvor intet ansvar kan placeres.

§11 Støj:

- Stk 1 På aftener op til hverdage må der ikke udvises støjende adfærd efter kl. 22, på aftener op til weekender/helligdage ikke efter kl. 24.
- Stk 2 Alle klager om larm, skal først gives personligt til den støjende beboer, og klagen skal respekteres omgående.
- Stk 3 Boremaskine, slagværk og lignende må på hverdage og i weekender/helligdage kun benyttes i tidsrummet kl. 10.00-20.00.
- Stk 4 Vedvarende støjende adfærd må ikke finde sted i lejligheden.
- Stk 5 Beboerne skal informere øvrige beboere, hvis der afholdes fester, havefester og lignende, ved opslag på tavlerne i opgangene.

§12 Badeværelse:

Der må ikke kastes ting i toiletkummen eller afløbet, som kan medføre tilstopning af faldstammer m.v.

§13 Trappeopgange, indgangspartier og reposer:

Arealerne skal friholdes for alle former for opbevaring og placering af enhver form for skrald.

§14 Vaskerum:

- Stk 1 De opslåede anvisninger for benyttelse af maskiner skal følges.
- Stk 2 Det er ikke tilladt at farve eller blege tøj i vaskemaskinerne.
- Stk 3 Døren til vaskeriet skal være låst.
- Stk 4 Maskinerne i vaskerummet er ikke underlagt reglerne om støj.

§15 Antal beboere:

Der må højst bo det antal personer i hvert værelse, som antallet af værelser der bliver betalt for. Dvs. hvis man bor i et enkelt værelse (med/uden eget køkken), må der kun bo en enkelt person, og hvis man bor i en 2-værelses lejlighed, må der max bo 2 personer (+ 1 barn).

§ 16 Besøgende:

En beboer må ikke have gæster boende (eller 'på besøg') i mere end 1 uge ad gangen – og ikke i mere end halvdelen af måneden, hver måned.

§17 Klager:

Overtrædelser af husordenen *bør* indberettes da der ellers hæftes kollektivt for skader.

Stk 1 Klager over overtrædelser af husordenen skal inden 8 dage indgives skriftligt til

UngesBoligService.dk

Stk 2 Klagen skal indeholde angivelser af tid, sted og omstændigheder.

Stk 3 UngesBoligService.dk kan høre kollegiets inspektør, afdelingsbestyrelsen eller sagens parter.

Stk 4 UngesBoligService.dk afgør, efter at have undersøgt sagen, om husordenen har været overtrådt. Såfremt klagen findes berettiget, tildeles lejeren en skriftlig advarsel/påmindelse.

Stk 5 Såfremt en lejer etter overtræder husordenen, opsiges vedkommende efter de gældende regler.

Hvis bestyrelsen har begrundet mistanke om at de ovennævnte husregler ikke bliver overholdt, er det op til den anklagede beboer at rette op på dette, hvis muligt, evt. inden der bliver indsendt en officiel klage fra bestyrelsen.

Ovenstående husorden er vedtaget af beboere på Trekroner Kollegium, på beboermødet den 23. januar 2012, og træder i kraft umiddelbart herefter.

House Rules for Trekkronerkollegium

Valid from Jan. 2012

Art. 1 Responsibility:

- 1 The residents must, in their behavior, show respect towards the other residents.
- 2 The residents must respect the frames that have been set in the individual kitchens, by the current residents.

Art. 2 Kitchen Environment:

- 1 At least 1 week after the arrival of a new residents, the kitchen residents must have a kitchen meeting, where everyone are present (if possible), and rules (incl. Unwritten ones) and the social and cleaning rules of the kitchen are discussed.
- 2 The residents of each kitchen must have regular kitchen meetings, to go over rules and daily behavior in the common areas, and to ensure the individual's well being.
- 3 If the kitchen wishes, one or several impartial representatives from the board can be present at the kitchen meeting.

Art. 3 Smoking:

- 1 Smoking in common areas is not allowed. This include shared kitchens and bathrooms, and entrance and halls.
- 2 Smoking in ones own room is allowed.

Art. 4 Garbage:

- 1 Ordinary household waste must be put in plastic bags that are closed properly.
- 2 The waste bags must be put in the regular dumpsters, which should afterward be able to close entirely.
- 3 Glass bottles, glass, etc. should be placed in round dumpsters marked 'glas'.
- 4 Newspapers, papir, and cardboard should be placed in the round dumpsters marked 'papir'.
- 5 Combustible big waste must be placed in the big dumpster in the parking lot. If necessary, contact the caretaker for help.
- 6 Removal of electronic waste and the likes, must be done by appointment with the caretaker.

Art. 5 Cleanliness:

It lies on the residents of the shared kitchens to do weekly cleaning of the kitchens and bathrooms, in turns between the residents.
Furthermore, we refer to the department's maintenance regulations, section about common areas.

Art. 6 Party room:

- 1 The party room can be rented by appointment with the kollegium board or the caretaker, if there is no active board. The board can be contacted at:
trekkronerkollegium@gmail.com
- 2 Use of the room is on the tenants own responsibility, and it must be cleaned after use. Lease and keys are given when the rent and deposit is paid.

Art. 7 Outer Areas:

- 1 The area must be kept clean of garbage and big waste that cannot be placed in the dumpsters.

- 2 Cars, motorcycles, trailers etc. must not be parked or driven on the paths.
- 3 Bicycles and mopeds must be place in the bicycle room or within the marked areas.
- 4 You may not arrange flowerbeds or other things that ruins the grass areas.
- 5 You must not litter..
- 6 Irresponsible and noisy behavior is not allowed.
- 7 It is not allowed to throw seeds or otherwise create habitat for birds and other stray animals.
- 8 If you are in doubt, contact the caretaker.

Art. 8 Fireworks:

Fireworks are not allowed from balconies, paths or the kollegium premises at all.

Art. 9 Satellite dishes:

Installation of satellite dishes and the like must only be with caretaker's approval.
This is due to the building's outward appearance.

Art.10 Damages:

- 1 Damage to the building and/or inventory, done by the residents or their guests, is to be replaced/payed for by the residents.
- 2 Joint liability is placed, responsibility of a damage done to a common area cannot be placed.

Art.11 Noise:

- 1 On evenings before a weekday, you must not engage in noisy behaviors after 10pm/22.00, on days before weekends/holidays not after 12am/24.00.
- 2 All complaints about noise must first be directed directly too the noisy resident, and this must be respected immediately.
- 3 Drills, hammers, etc must on all days only be used between the hours 10am and 8pm/10.00-20.00.
- 4 Continued noisy behavior is not allowed in the apartments.
- 5 Residents must inform other residents about parties, garden parties etc, by a notice on the board by the entrance.

Art.12 Bathroom:

You must not drop things in the toilet or drain which can cause clogging of downpipes and such.

Art.13 Stairs, entrances and halls:

The areas must be kept free of all sorts of storage and garbage of any kind.

Art.14 Laundry room:

- 1 The posted instructions for using the machines must be followed.
- 2 It is not allowed to dye or bleach clothes in the washing machines.
- 3 The door to the laundry room must be kept locked.
- 4 The machines in the laundry room is not subject to the rules on noise.

Art.15 Number of resident:

The maximum number of people allowed to live in each room, is equivalent to the number of rooms that the person is paying for. That means that in a one room apartment (with/without own kitchen) the maximum number of people living there is one, and if you pay for a two bedroom apartment, there is a maximum of two people allowed to live there (+ 1 child)

Art.16 **Visitors:**

A resident of the kollegium is not allowed to have a visitor living here (even just on 'holiday/visit') for more than a period of 1 week – and not have visitors for more than half a month in total, per month.

Art.17 **Complaints:**

Violations of house rules *should* be reported, otherwise joint liability is placed for damages.

- 1 Complaints about violations of house rules must be submitted within 8 days, in writing to UngesBoligService.dk
- 2 The complaint must show the time, place and circumstances.
- 3 UngesBoligService.dk can question the kollegium caretaker, their board or other parties in the matter.
- 4 UngesBoligService.dk decides after examining the matter, if the house rules have been violated. If the complaint is accepted, the residence will be given a written warning/reminder.
- 5 If a residents continues to violate the house rules, he/she will be terminated according to the department rules.

If the board have reasonable suspicion that the above mentioned house rules are being violate, it is up to the individual resident to prove this suspicion wrong, if possible, before an official complaint is being sent by the board.

The house rules above are agreed upon by the residents of Trekkroner Kollegium, at a residents meeting on January 23rd 2012, and comes into force immediately thereafter.

Dear new resident

The culture of a Danish collegium

You are now moving into a Danish collegium, and so you move into a special Danish culture of students living together. In a collegium you share your bathroom and kitchen with up to 5 other residents.

A collegium provides a cheap way for students to live close to their study, and therefore the culture around the collegium is defined by the students living there. The kitchens and common rooms are shared spaces so you must clean up after using them to avoid your roomies getting angry at you. Each kitchen holds regular kitchen-meetings where problems with your roomies can be addressed in order to make sure we all can live happily together. If you want, you can ask one or more board-members to be present as neutral mediators.

Partying is allowed!

Sometimes you may want to party while others are studying or trying to get some sleep before next morning. Since the main purpose of a collegium is a residence for students, we have rules against noise at night. You may not make noises like drilling-in-the-walls after 20:00 and you should keep sound to a minimum after 22:00. Of course, there must be room for partying too, especially in the common kitchens. If you want to have a party, tell your roomies by writing them a week in advance. If they have an exam, are due for a paper or there is something else important going on, they will inform you; if not, they will be delighted to join the party :) – if you'll really be going to party remember you also got to inform up- and downstairs neighbors.

Study is the main purpose – but everyone has the right to party!

The Bar, the laundry room and the Board

We have some common areas for all residents. There is the bike basement, the laundry room, the hallways and the Bar.

Don't put stuff in the hallways (it is forbidden by the fire regulations).

Common areas like the Bar are under the board's supervision and we determine the rules of usage. The rules are meant to allow all of us to live happily together – if someone breaks them on purpose,

please inform us. If you want an influence on the rules, then please attend the board meetings – we have at least one per month, and it is usually preceded by an e-mail to all the residents.

The laundry room: We have two washing machines and one dryer (and a number of clothes lines in the adjoining room). Here you will also find the mailbox for messaging the board's members. You can book the washing machines by entering your name on the time-table hanging on the bulletin board on your right hand after entering the room. Here, the rules of using the machines are listed, so read and observe them!

For example: If you have signed up for using a washing machine and you are late for your washing time, and the machine will not be able to finish during your time – the next person on the schedule may than take your clothes out, whether the machine is done or not.

The Kollegium Bar:

The kollegium bar is driven by a bunch of cheerful residents. They hold a variation of events, from bar, game nights, video nights, sport nights, parties and etc.

You can also rent the bar for a small fee and a very little deposit.

Who are the board? - The people who live around you! ☺

Note: Not all residents speak English and not all residents speak Danish, so you might experience difficulty communicating – if you need help, the board is there for you!

From all of us to all of you:

Kind regards from the Board

Trekronerkollegium@gmail.com