

Ascot House and Tulloch House

HOUSE RULES FOR RESIDENTS

Updated 17 June 2021

On-Site Management

Ascot House and Tulloch House is managed by Brisbane Racing Club Limited. The Building Managers are Steve and Gina Wright.

The office is open between 8.30 am and 4.00 pm Monday – Friday excluding public holidays and the contact number is 0466 282 204 and email manager@ascotgreenliving.com.au. Email is the best contact method as we are in and out of the office, these contacts are for all day to day operational matters.

For owner-occupiers, SSKB are the Body Corporate Managers for the building and Jessica Beckett and Ashlee Mangan are your Community Management Team. Their contact details are 07 3010 5558/07 3010 5514 or email jbeckett@sskb.com.au/amangan@sskb.com.au should you have a Body Corporate related enquiry.

Moving in and out of Ascot House and Tulloch House – Lift & Foyer Floor Protection

If you require use of the lifts for deliveries / move ins or outs, please arrange a suitable time with the Building Managers to provide access to the lifts and allow time for the curtain protection to be arranged so as not to damage the interior of the lift. Moving in or out is only permitted Monday to Friday 9.00 am to 4.00 pm. A deposit of \$400 is required to be held by the Building Manager for any damage which may occur during the move and a Removalist Form must be completed.

Please note that you will need to provide your own luggage/furniture trolleys to transport your furniture, beds and furnishings up the lift and along the foyer to your apartment door.

All trucks must be parked in the loading bay on the street and all items must be transported in via the carpark on B1 either by car or trolley. At no time can any furniture be allowed to enter via the front glass sliding doors. Any damage to the common areas is at your cost and payable at the time of damage.

Car-parking for Visitors

Visitor car parking is limited to a maximum period of 12 hours. If parking after 8pm, overnight parking is permitted; the carpark to be vacated by 7am the following morning. Residents are not permitted to use the visitor car parks.

Visitors can gain access to the visitor carpark by using the intercom located in the driveway to contact the resident of the apartment they are visiting. For any visitors needing to park for more than 12 hours a Parking Permit can be obtained from the Building Managers office.

Resident Car Parking

If your apartment has a car space allocated for the exclusive use of your apartment, then it has been designated for use by only you. The space/s is for vehicles only and must not be used to store personal items. Any fire route access adjacent to your car space must also be kept clear of obstructions.

Car-park Warning

Residents are advised that although the car park roof has been treated with a waterproof membrane, due to the porous nature of concrete and the continual curing of the product over a number of years which could produce small cracks, the roof of the car park may unexpectedly leak from time to time during periods of extended rainfall.

Please regularly inspect your car park space and your car's exterior paint work to ensure there is no unexpected water ingress. Please notify the Building Managers if you notice any such water ingress.

Any oil spilt within your car space, must be cleaned by you immediately when it occurs. Failure to do so will result in the Building Managers completing the cleaning and you will be invoiced for this charge.

Car bays are for the storage of cars. Any additional items need to be removed. Storage sheds should not have any items stored on their roof or adjacent to the shed. This is a fire safety requirement.

Carwash Area

There is an onsite carwash area available for use by residents and must be booked in advance via Building Link. The carwash area must be left in a neat and tidy state after use.

Keeping of Animals

Any pets within Ascot House and Tulloch House must comply with by-law 16 of the Community Management Statement for Ascot House and Tulloch House.

Approval is required for the keeping of pets in the Scheme and if you are a tenant, such approval will form part of your tenancy agreement and upon vacating, you will be responsible for the pest control of fleas inside the apartment including balcony areas. You also agree that should there be any evidence of pet urine smells within the property, it will be professionally treated or in extreme cases, the carpet and underlay will be replaced in any affected area. Tenants may apply to keep a pet via the Building Managers.

Owner occupiers must apply to keep a pet within their property via SSKB.

Pets must not traverse any part of the common property apart from entering or leaving a Lot. **Pets are not permitted in the pool area or the roof common area for any reason.** Dogs barking on balconies must be controlled at all times.

Pool

The pool is available for use by all residents between 7.00 am and 9.00 pm. Any visitors must be accompanied by an owner/tenant, or they will be asked to leave the premises. Minimum age of un-supervised children is 12 years of age.

The pool rules must be obeyed –

No glass within the pool area, this includes bottles.

- No running around the pool
- No diving or jumping.
- No Pets in the pool area
- No unruly behaviour and all visitors must be accompanied by a resident
- No amplified music is allowed in this area.
- No Smoking

YOU MUST COMPLY WITH CURRENT POOL RULES AS DISPLAYED.

Rooftop

The rooftop is available for use by all residents between 5.00am and 10.00pm. Any visitors must be accompanied by an owner/tenant or they will be asked to leave the premises. Children are to be supervised by a parent or guardian at all times. No pets permitted in this area.

Rooftop bookings must be made via Building Link. For groups of 15 or more, consent from the Body Corporate Committee is required prior to the meeting/event day. No amplified music is allowed. All facilities are to be left in a neat and tidy state after use. There is no smoking permitted in this area or on any Common Property.

Rules may be varied on a case by case basis with consent from the Body Corporate Committee.

No large group bookings are permitted on major Race Days, New Years Eve, Riverfire or Australia Day.

Recycling and General Waste Chutes

There is a recycling chute located beside the general waste chute on all levels. Please use them for recycling materials ONLY as per the instruction on the chute cover and any signage on the surrounding walls. All other rubbish must be placed down the rubbish chute.

In the interest of safety for cleaning staff, **no broken glass is to be put down the chutes.** All broken glass must be secured in a small bag and put down the appropriate chute. Any blockages caused by oversized items which have been pushed into the chute will be charged back to the occupant.

All items that are not general rubbish are to be removed from the premises by the resident, including oversized items. Examples of such items classified as not general rubbish are appliances not in working order, furniture and appliance packaging, storage boxes and plastic wrappings.

These large items may be disposed during kerbside clean up conducted by the Brisbane City Council. Alternatively this rubbish may be taken to the BCC Waste Disposal Centre located at 1402 Nudgee Road, Nudgee. Refuse vouchers given to owners by the BCC accompanying the rates notice can be used here.

Noise / Balcony

In order to maximize everyone's quality of lifestyle, it is important that you and your guests refrain from making unnecessary noise, particularly late at night. Please be aware that noise from the Pool area as well as balconies is readily heard in surrounding units.

We would also ask if you have any children living with you or visiting that you ensure they behave appropriately in common areas. Children are not to use the lifts unaccompanied by an adult...

Dogs barking from balconies must be controlled at all times.

Balcony noise can be one of the biggest issues for Residents and care should be taken when moving chairs or furniture on hard surfaces in your unit or on your balcony. Rubber chair tips are a benefit to assist in noise reduction and help protect your floor surfaces.

When entertaining on your balcony please keep voices to a suitable volume and any music low and we ask that you take it inside after 10pm and close the doors, this way you can continue to entertain and not disturb your neighbours.

Heavy walking, running, jumping or exercising and wearing shoes (high heels) on hard floors can echo several floors down, please remember those who reside below you.

Behaviour of Guests

You are responsible for ensuring that any of your guests behave in an appropriate manner and comply with the rules when visiting Ascot House and Tulloch House. Intoxicated guests will be asked to leave the building.

Alcohol in Common Areas

Alcoholic beverages may be taken (by those above the legal drinking age) to the recreation area, however as this is a family-friendly building, please ensure your behaviour and that of any guests is reasonable at all times and not disruptive or unruly.

Ensure responsible drinking practices are observed at all times and no cartons or large eskies of alcoholic beverages are taken to these areas.

Take care that no alcoholic bottles are left in these common areas as they can be accessed by minors. No glass (including bottles) are permitted within the pool area. The failure by residents to adhere to the above guidelines

may result in a complete ban on alcoholic beverages in these areas for the safety and wellbeing of all residents.

Appearance of your Property

All balconies and courtyards must always be kept neat and tidy. They cannot be used to store large items or to hang washing. **Clothes Airers and washing must not be visible from another lot or from outside the building.**

Damage to Common Property

If you damage any common property, either through negligence or otherwise, the repair will be at your cost. Please report any damage to the Building Managers as soon as practicable after it occurs so that they can arrange repairs. You must not attempt to undertake repairs yourself.

Speed Limit 10km/h

The Body Corporate state you must drive with caution in the car park and on the driveways at all times. The safety of owners and occupiers is at risk when residents do not follow the rules. Screeching of tyres is damaging to our common property and may lead to a serious accident.

Security

For security please ensure doors leading to common facilities or areas are either locked or closed after use. Please do not allow anyone to follow you into the building if you do not know them. Simply suggest that they obtain access via the intercom or contact the Building Manager.

Fire Alarm

The buildings are fitted with fire alarms which are linked back to the main fire brigade monitoring system. If an alarm is set off and it is found to be the fault of a resident the fire brigade call out fee will be charged to that resident. Please be aware that the fee can vary and could be up to the value of \$2,500.

Utility Services – Electricity and Gas

The Body Corporate has a bulk supply arrangement in place for gas which relates to the hot water and gas cooktops. All occupants are responsible for connection and disconnection of these services. Please contact the utility billing administrator, Silver Asset Services <https://silverasset.com.au/> for information regarding these services and to arrange connection.

Electricity is not included in these arrangements and occupiers may contact a retailer of their choice to arrange connection.

Telephone, Internet, Pay or Free to Air TV

All occupants are responsible for connection and disconnection of these services, connection for the phone and internet is available through NBN.

Intercom

To use your intercom, a visitor must type the last 3 digits of your apartment number, then the press the bell button on any intercom system. Your intercom will ring and you can then talk to your visitor. Press the key button to allow them in the door and access to the lift.

Access Fobs

Access fobs are fragile and must be treated with respect. Leaving them near a magnet or direct sunlight can cause them to malfunction. Replacement fobs are available through the Building Managers (a fee will be payable). Tenants are issued 1 fob for each person listed on the tenancy agreement.

Access fobs provide access into the building and to your residential level only plus Level 1 for access to the pool, Level 10 for the roof deck, and levels of the carpark.

No Smoking

Please be aware that smoking is not permitted in any of the common areas of Ascot House and Tulloch House or inside rental apartments. There is no smoking permitted in any recreation area including the pool and roof top, Cigarette butts are not to be thrown from the balcony.

If you smoke on your balcony then please ensure that the smoke does not waft up onto other balconies or windows.

Building Emergencies

During the event of an emergency (water pipe bursting, gas pipe leaking, bare electricity wires exposed) please contact the Building Managers. All other maintenance must be submitted in writing.

If you have locked yourself out of your apartment after hours, please contact the Building Managers to assist you in regaining access, however, please be aware an afterhours charge may apply.

Covid – 19

Due to Covid -19 please follow the instructions for the use of the lifts.

We would also like to request that when deliveries are expected that you please come down to the Foyer to collect your goods or food delivery. This limits the number of strangers we are allowing into our building and helps us to keep Ascot House safe and clean for all Residents.