

HEALTH AND SAFETY RULES & CODE OF CONDUCT

1. Nothing in this Agreement shall be construed as indicating that Tralee Town Centre Apartments will provide accommodation continuously in any particular room. Tralee Town Centre Apartments reserves the right to vary the location of accommodation from time to time anywhere in the complex.
2. All fire safety and other regulations for the safe and orderly management of the rooms, units and complex as may from time to time be imposed must be observed. Guests must acquaint themselves with regulations, the location of the emergency escape routes and must not unnecessarily interfere with fire and safety equipment.
3. I agree that myself or my guests will not maliciously activate the fire alarm at any time and I understand that I or my guarantor will be charged if this occurs and I further understand I will be given notice to leave Tralee Town Centre Apartments.
4. If the fire alarm is activated maliciously a charge of €350.00 will be imposed on my self or my guarantor, should the fire brigade be called to a false alarm activation the charge to me or my guarantor will be €1350.00.
5. I will not tamper/misuse any fire equipment located in the apartments or common areas including fire extinguishers, fire blankets, smoke alarms or sounders.
6. Any costs caused by myself or my guests removing, tampering or damaging any fire equipment at Tralee Town Centre Apartments will be charged to me or my guarantor directly.
7. Electrical apparatus must not be overloaded, tampered with or altered in any way all defects must be reported to reception or security personnel on duty. Additional electrical wiring, gas piping, portable gas or paraffin heaters must not be installed in rooms, units or any other part of the complex.
8. The accommodation is restricted to yourself and others duly authorised by Tralee Town Centre Apartments.
9. All units will be visited by a member of Management on a regular basis to ensure standards are being maintained. The interior of the accommodation must be kept in a clean, hygienic and undamaged condition including all fixtures, fitting, furniture, sanitary fittings and appliances. Management will enlist the services of contract cleaners should they find a unit to be in such disorderly state to necessitate it. The cost of this service will be charged to guests directly.
10. Within 2 weeks of the students arrival a member of management will visit the unit to go through its contents and the student will sign a “condition and inventory” agreement. Replacement of any breakages will be charged to the guests as they occur. Any breakages must be reported to reception.
11. The accommodation is not to be utilised for anything other than residential purposes. Business or profit making activities are not to be carried out anywhere within the grounds of Tralee Town Centre Apartments.
12. Parties may not be held in the accommodation. Musical instruments, radios, televisions, or other sound producing apparatus must not be played in such a manner as to cause distraction, annoyance or nuisance to other guests and in particular not between the hours of 11pm and 8am.
13. I agree that my guests will not throw any items from my apartment windows or from the building, I am aware if I or my guests do I will be asked to leave Tralee Town Centre Apartments and could be liable for any damage caused.
14. No materials are to be disposed of into sinks, lavatories, sewers or watercourses.

15. Dogs or any other animals, reptiles, insects or pets are not allowed in the accommodation.
16. Bottles, containers or other articles must not be exposed in window areas or placed on work tops or on the top of kitchen units.
17. Clothing, washing, linen *or* other articles must not be hung inside or outside the accommodation. Signboards, posters, advertisement matter, placards, flags or banners may not be exhibited inside or outside the accommodation and in particular such items shall not be affixed to the inside walls of units or the structure, plasterwork or woodwork therein.
18. All areas of the complex shall be kept free from obstruction. In particular vehicles, bicycles, motorcycles and other items may only be placed in designated areas. Bicycles will be removed if found in Apartments or stairwells.
19. Laundering or other similar activities may not be carried out in baths, wash basins, sinks or cisterns. Laundry facilities are available in the complex for an additional charge.
20. Dangerous, combustible or unlawful substances may not be kept in any part of the complex. The presence of such materials or substances must be reported immediately to management.
21. Management shall be informed immediately of any emergency or other situation requiring urgent attention.
22. Please ensure that doors are shut and secured every time you leave your apartment or your room.
23. Nails or drawing pins must not be driven into the walls or woodwork and sticky tape must not be affixed to any plaster or woodwork and the walls, woodwork and plasterwork must not be defaced.
24. Furniture, fittings, fixtures, appliances or articles must not be removed from the accommodation.
25. All rubbish, bags or other refuse must be placed on a regular basis only in the bins provided. No rubbish is to be left around the exterior or interior of Tralee Town Centre Apartments at any time, no oil or chemicals are to be deposited into the refuse bins at any time.
26. Materials must not be disposed of in sinks, lavatories or otherwise so as to block drains, pipe or sewers.
27. Tralee Town Centre Apartments is not responsible for any loss or damage to personal effects or belongings. No responsibility will be accepted by Tralee Town Centre Apartments for any loss or damage to such items. Personal effects and belongings are kept in the accommodation at guests' sole risk. The above includes Motor Vehicles and Bicycles.
28. Windows must be opened daily for ventilation. Ground floor windows must be opened daily to the security latch.
29. Requests by students to share with other students known to them will be considered and where possible arranged. However this cannot be guaranteed and the final decision will always be at the discretion of Tralee Town Centre Apartments management.
30. Management reserves the right to terminate the Agreement if for any reason they wish to do so. Nothing in this Agreement will constitute a Landlord/Tenant relationship within the meaning of the Landlord and Tenant Acts or otherwise.
31. All students must advise Tralee Town Centre Apartments of the make, model and registration number of any vehicle being parked in the Apartment carpark. Vehicles are parked at owners risk.
32. Students are not allowed to canvas or allow any canvassing in any part of the premises.

33. Students are not allowed play ball games in any part of the student complex.
34. No deep fat fryers are allowed anywhere in Tralee Town Centre Apartments.
35. Visitors are not allowed to stay in the accommodation between the hours of 24.00 a.m. and 10.00 a.m. the following day. Special arrangements can be made by registering your guests in advance during office hours.
36. I agree not to download from the internet material content that is illegal or unlawful. This is to include the downloading from the internet of copyrighted material where a copyrights payment is required to the appropriate authority, artist, musician, publisher or owner of that material.
37. I will not interfere with the router boxes in the apartment as this will affect the whole internet system throughout the complex. If there is evidence of the router box being interfered with, it will incur a €90.00 fine from our technician.
38. On the day of departure the accommodation shall be left in a clean and orderly condition and all personal effects and belongings must be removed on the day of departure. Any personal effects or belongings left in the accommodation after the day of departure shall be disposed of by Tralee Town Centre Apartments at its discretion without incurring any liability to the guest.

I hereby agree that I have read and understand the Health and Safety Rules & Code of Conduct for living at Tralee Town Centre Apartments. I also agree to abide by them at all times for my safety and the other students living at Tralee Town Centre Apartments.

SIGNED:

PRINT NAME:

STUDENT SIGNATURE:

DATE SIGNED:
