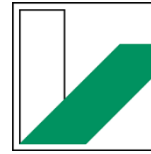


University of Bayreuth
a public institution



**UNIVERSITÄT
BAYREUTH**

Alexander von Humboldt House
Eichendorff ring 5, 95447 Bayreuth, Germany

House Rules

A. General regulations

The Alexander von Humboldt House (guest house) of the University of Bayreuth serves to facilitate the international exchange of scientists. The possibility of undisturbed scientific work should be made ensured. If possible, activities which serve the scientific and personal acquaintance of the guests with each other and the members of the University and the other universities are also supported. The house rules are enforced by representatives of the University of Bayreuth.

Contact persons are from Monday to Friday (9 am to approx. 1 pm):

Daniela Kasel (ZUV building on campus) - Phone: +49 921 55-5241

and the property management on site -Phone: +49 921 7597046

The house rules apply to all guests, visitors of the guest house and to the house staff. A violation of the house rules corresponds to a contract-violating use of the rental object. In serious cases, the lessor may also terminate the contractual relationship without warning and without observing a period of notice (see also the rental contract). The tenant shall be liable to pay compensation for all damages incurred by the lessor as a result of injuries and non-compliance with the house rules and through non-fulfilment of the reporting obligations. The lessor may only make changes and additions to the house rules during the rental period if these do not impair the rights and obligations of the tenant.

The house staff is obligated to observe the tenancy agreement and the house rules. They will do their best to make the guests have a stay in the house that is as pleasant as possible. They are happy to provide information. However, we ask for your understanding that no personal orders can be carried out for the residents of the house.

B. Individual regulations

1) Open fire / smoking

No open fires are permitted on the premises. This also includes tea lights or the like. Smoking cigarettes is not allowed in the guesthouse. Please note the ashtrays provided in the outdoor area.

2) Accommodation of third parties

The apartments are only to be used for the accommodation of the persons named in the contract. Other persons may not be admitted by the tenant - not even for a single day - unless the lessor has expressly agreed to this in advance in individual cases.

3) Emergencies and urgent technical malfunctions

Emergency numbers:

Police	110
Fire brigade and rescue service	112
Technical fault messages:	55 2117

(Non-urgent technical malfunctions should usually be reported to the local property management.)

4) Rented premises

The tenant shall only make use of the rented premises in accordance with the contract.

5) Consideration

We kindly ask you to be considerate towards others staying in the guesthouse. Every tenant is therefore obligated to:

- avoid any disturbance of the peace, in particular radio and television noise
- use record / CD players, tape recorder, etc. only at room volume
- avoid slamming doors and noise in stairwells
- play musical instruments in the apartments only if there is no impairment of other residents or if their consent has been obtained
- adequately supervise his children
- not to shake out or pour out or throw down anything from windows, balconies, stairwells, or hallways
- Waste may only be poured into the waste bins provided (separate waste bins for organic waste, residual waste and recycling materials). Waste that has been dumped must also be disposed of immediately. The tenant must have bulky objects collected at his own expense.

- to remove foul-smelling, easily inflammable or other harmful things properly.

Please use the opportunity to ask your local contact person in case of doubt.

6) Care of the apartment

Guests are requested to treat the rooms and facilities of the guest house with care, in particular to exercise special caution when using the kitchen, in order to prevent damage to the facilities, walls, floor, and furniture. In addition to the cleaning intervals, the rooms and facilities are to be cleaned by the tenant's house staff using the cleaning agents available in the apartment.

7) Appearance of pests

The lessor shall be informed immediately if pests appear and, if necessary, appropriate measures shall be taken for their immediate removal in order to prevent the pests from spreading further.

8) Bicycles

In the basement of the house there is a room for parking bicycles. Guests are requested not to take bicycles into the apartments, not even for a short time. Parking in the entrance area and on the corridors is prohibited due to the obstruction of escape routes.

9) Pets

It is not allowed to bring pets into the guest house.

10) Key

A central locking system has been installed in the guest house. Therefore, the loss of keys may require the replacement of individual locks or parts of the installation to ensure security. This is associated with high costs. Therefore, the keys must be handled with special care. Guests are not allowed to make or have keys made. If additional keys are required, the lessor can issue them. If a key is lost, the property management must be informed immediately. The tenant is liable for the damage.

11) Front door

The front door should always remain closed. Guests are urged to lock the front door behind them between 8 pm and 7 am. On Saturdays and Sundays it should always be locked. If events take place on the ground floor and the front door is to remain unlocked at the beginning, this will be announced by a notice on the door in individual cases.

12) Further duties of use

These are:

- to heat and ventilate the rented rooms sufficiently and to keep them accessible
- to keep doors and windows properly closed at night, during storms or when absent
- not to waste energy and water
- to keep the floors dry and to treat them properly so that no damage occurs; the development of pressure points is to be avoided by appropriate supports
- not to damage the gas, irrigation and drainage systems, the electrical systems and other domestic installations, in particular to prevent blockages of the waste water pipes and to report faults in these installations to the property management
- to inform the property management immediately in case of any suspicious gas smell in the house (gas heating)
- to close the taps, especially when the water is temporarily blocked even during the tenant's absence
- to keep all water-bearing objects frost-free at all times, and in the event of severe frost to empty the water pipes, including toilet bowls, flushing cisterns and other facilities if necessary. Keep doors and windows closed during the heating period, even in unheated rooms. Necessary ventilation must not lead to cooling of the rooms.

Note: The absence of the tenant does not relieve him from taking adequate frost protection measures.

13) Laundry

In the basement of the house there is a laundry room with a washing machine and a tumble dryer, which is subject to a charge. Guests are urged not to wash in the apartments, as there are no drying facilities and there is a risk of mould.

14) Change of apartment within the house

The tenant cannot be granted any right to change apartments during the term of a contract. However, the wishes of our guests are fulfilled if possible.

15) If **a fire breaks out**, the fire brigade must be alerted immediately. If possible, the existing fire protection devices are to be used properly and the property management is to be informed:

Fire department: 112
Property management / head office: +49 921 7597046 (alternatively +49 173 6537522)
+49 921 55-5241

The University of Bayreuth as well as the house staff wish you a pleasant stay with us. If you have any questions, we are happy to help you.

On behalf of the lessor

signed

Jens Majer

April 2019