

## Apartment Rules

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| <b>Occupancy</b>           | 1.1 Accommodation in the off-campus apartments is provided to residents for the specific purpose of personal residence. Use of the premises for any other purposes is prohibited.   |
|                            | 1.2 Accommodation is solely for the use of the resident. Private transfer or trading of bed space is strictly prohibited.   |
| <b>Dress Code</b>          | 2. Residents should be decently attired at all times inside the apartment. T-shirt and shorts are the minimum requirement.  |
| <b>Change of Bed Space</b> | 3. Change of room/ bed space is not allowed except with the permission of the School of study AND SHRL. Residents found changing room/ bed space privately will be penalized as appropriate.  |
| <b>Keys</b>                | 4. A resident shall be responsible for the keys assigned for his/ her use. Apartment keys are not to be duplicated, loaned or furnished to anyone.  |
| <b>Smoking</b>             | 5. Smoking is strictly prohibited in all parts of the apartments.   |
| <b>Fire Hazards</b>        | 6.1 Possession of chemicals, explosives or highly combustible materials that are potentially dangerous or damaging is prohibited.   |
|                            | 6.2 Naked flames, including candles and incense, are prohibited in all parts of the apartments.   |
| <b>Cleanliness</b>         | 7.1 It is the responsibility of the resident to keep his/ her apartment, bedroom and the common facilities clean and tidy.  |
|                            | 7.2 It is the joint responsibilities of all residents in the same apartment to keep the common areas clean and tidy. Residents should discard their domestic rubbish at designated refuse collection points located in the village. |

- Noise** 8. A resident shall not generate any sound or noise that will disturb other residents or the neighbours, particularly between 11:00 pm to 9:00 am of the following day.
- Furniture, Fittings and Fixtures** 9.1 A resident shall not interfere with existing fixtures and fittings or install new fixtures or fittings to the apartment or the bedroom.
- 9.2 A resident shall not affix nails, spikes, tacks or any other things on or drive the same into any wall or floor or any fixture, fittings or furniture in any part of the apartment.
- 9.3 Furniture and equipment of the apartment must not be moved from one apartment to another, except with the permission of OCHS.
- 9.4 A fixed penalty of **HK\$500** will be levied on residents who damaged and/ or tampered with any fixture, fittings or furniture. In addition, residents involved shall be responsible to bear the cost for making good or replacing the item(s) concerned.
- Decorations and Display of Materials** 10. Decorations or display materials which deface surfaces or cause obstructions are prohibited.
- Passageways** 11. Passageways and stairs within the apartment building are to be kept clear of equipment, furniture, trash and other kinds of personal items at all times.
- Drugs** 12. A resident shall not bring into the apartment or permit to be brought into the apartment any dangerous drugs as defined in Section 2 of the Dangerous Drugs Ordinance (Cap. 134).

*[[http://www.legislation.gov.hk/blis\\_pdf.nsf/4f0db701c6c25d4a4825755c00352e35/3E899AC9660B2ACE482575EE00430767/\\$FILE/CAP\\_134\\_e\\_b5.pdf](http://www.legislation.gov.hk/blis_pdf.nsf/4f0db701c6c25d4a4825755c00352e35/3E899AC9660B2ACE482575EE00430767/$FILE/CAP_134_e_b5.pdf)]*

- Alcohol** 13. Consumption or storage of alcoholic beverages is not allowed in the apartment.
- Gambling** 14. A resident shall not engage in any forms of gambling or permit such gambling to take place in the apartment.
- Pets** 15. A resident shall not bring or rear animals of any kind in the apartment.
- Visitors** 16.1 A resident may invite visitors to the apartment during the visitor hours between 9:00 a.m. – 11:00 p.m.
- 16.2 A visitor is not allowed to stay overnight in the apartment, except in special circumstances and with the prior permission of the Manager.
- 16.3 A visitor must be accompanied by his/ her host during his/ her stay in the apartment.
- 16.4 A resident who invites a visitor to the apartments shall be responsible for the conduct of his/ her visitor while the visitor is in the apartment and any charges incurred by the visitor.
- Disruptive Actions and Behaviours** 17. Actions or behaviours that disturb other residents or the orderly operation of the apartments and the neighbourhood; or that threatens the health and safety of self or other residents; or that unreasonably interfere with other residents' normal use of facilities are prohibited.
- Breach of Rules** 18.1 A resident will receive a warning if he/ she fails to observe any of the Apartment Rules and the above said Residential Terms and Conditions. The Manager may suspend or terminate his/her residency immediately if the resident has received three warnings or when the violation is serious.
- 18.2 All warnings will be copied to the respective School of which the resident belongs to for record and deliberation.

**Interpretation  
of Rules**

19. The Manager shall have the authority to interpret these rules.