

**HIGHGATE TERRACE
STRATA PLAN NW 3163
RULES
(Updated September 2003)**

(1) ACTIVITY, RECREATIONAL AND WORKSHOP ROOMS

- a) Residents wishing to reserve the Activity Room for a private gathering for social purposes must apply to the Recreation Social Club in writing. This request should include a cheque of \$30.00 to cover the fee charged for the private use of this room plus a \$50.00 refundable deposit.
- b) The Strata Corporation functions will have priority over the use of the rooms as far as bookings are concerned. A schedule of bookings will be posted on the bulletin board in the Activity Room.
- c) Residents, their friends and guests using the rooms are requested to do so with due consideration for all. Abuse or damage to or removal of any furnishings or supplies will be charged to the owner(s) booking the facility. Residents are also responsible for the conduct of friends and guests in regard to common property.

A resident will not be charged a private user fee for a wake for parents, grandparents or children, but a \$50.00 refundable deposit will be required.

- d) The Activity & Recreation Rooms should be vacated by 11:30 p.m. Sunday - Thursday and 1:00 a.m. on Friday - Saturday nights and left clean and tidy within the ensuing twelve (12) hours.
- e) An owner will be responsible before leaving to ensure all electrical appliances are disconnected with the exception of the stove and fridge. All ashtrays must be emptied and flushed down toilet and all glass bottles to be put into appropriate recycle containers.
- f) No smoking is allowed in any interior covered common areas except the Activity Room when it is rented and the access door to the lobby must be closed at all times.
- g) All items stored on common property must be donated to the Strata Corporation and each donation must be approved by the Strata Council in writing prior to items being placed on common property.
- h) A \$50.00 non-refundable move in/move out fee will be charged for each change of owner/resident or tenant in the apartment building only.
- i) No indoor or outdoor carpeting is to be installed on any balcony or patio surface.

(2) BYLAWS, RULES AND REGULATIONS

- a) Owners will be responsible for all costs for obtaining additional copies of bylaws and Rules.