



SCHOONGEZIGT

ESTATE

Community Living Rules & Regulations

May 2018

Schoongezigt Estate Community Living Rules & Regulations

This document must be consulted prior to commencing with the design of any property improvements or building proposals. This guideline booklet is issued by the Schoongezigt Home Owners Association to each registered homeowner. It is important for a basic understanding of the operation of the estate that every homeowner is thoroughly familiar with all the information contained in this handbook.

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LIST DEFINITIONS

- SHOA: Schoongezigt Home Owners Association
- BSD: Burrie Smit Developers
- "SHOA" means the SCHOONGEZIGT HOMEOWNERS ASSOCIATION;
- "business day" means every day except Saturdays, Sundays or public holidays;
- "Schoongezigt" means the towns of Cashan 7, Cashan 8 and future extensions in the town situated on a portion of the remainder of the farm Waterkloof Rustenburg;
- "Board" means the Board of Directors of the SHOA
- "the chairman" means the chairman of the Board;
- "town" has the same meaning as the word "township";
- "the secretary" means the secretary of the Board;
- "member" means a member of the SHOA.
- "Estate" Schoongezigt Estate
- "residences" all occupants & owners of erven & sectional title residences in the Estate
- "owner" means the owner of a stand in the Estate.

1. INTRODUCTION

Schoongezigt Estate is in essence a portion of land where residents live together in community in a close proximity of one another while enjoying the benefits of “country style” living with its beautiful surrounds and amenities. In order to ensure safe, quality harmonious living by allowing each resident their freedom to live and move in, conduct rules and regulations are required in order to ensure that this living community functions properly and that its living up to each’s expectations of investing in the property in the first place.

The purpose of this document is thus to serve as a guideline in laying down certain rules & regulations that the SHOA determines as important. These rules are instituted to promote and protect the asset value, high quality lifestyle and the safety & security of Schoongezigt Estate residents. These rules have been established in terms of the constitution of the Schoongezigt Homeowners Association (SHOA) and are binding upon all occupants and owners of erven and sectional title residences in the Estate (both being hereinafter referred to as “residences”). These rules may be amended or supplemented from time to time in terms of the memorandum of incorporation and constitution of the SHOA. Owners and occupants are also bound by any decision taken by the Board with regard to the enforcement of these rules.

The SHOA envisages the development of a secure, up market, modern lifestyle estate within the South African context. The design of the development in a whole as well as in its parts should:

- 1.1. Be conducive to a safe, open and relaxed living experience.
- 1.2. Be of a high quality and standard to protect the investment of all owners.
- 1.3. Be sustainably minded and environmentally sensitive.
- 1.4. Ensure the security and safety of all the inhabitants under all reasonable circumstances.

The controlling authority for the development is the SHOA who will be responsible for the approval of all development on the estate. It is the responsibility of the registered owners of residences to ensure that members of their families, as well as their tenants, visitors, friends, invitees, contractors and employees abide by these rules. The decision of the Committee with regard to the interpretation of these rules is final and binding. Any determination of the Board relating to or arising from these Rules (including any determination regarding the interpretation and/or implementation of these Rules) shall be final and binding on Members and Residents and shall not be subject to dispute by them. Fines (as per the Schedule of Fines) will be imposed by the Board for the owner’s account where residents/visitors do not adhere to the below-mentioned general rules and regulations of the Estate.

2. TRAFFIC & VEHICLES

2.1 General Traffic & Road usage

- The streets of Schoongezigt Estate are for the use of all residents, whether on foot or by motor vehicle. Although motor vehicles are a part of the street environment, they are not necessarily the dominating factor.
- The speed limit in the estate is restricted to 25 km per hour.
- Parents are responsible for the safety of children who play in the streets of the estate, but motorists must approach children in or near the street with extreme caution.
- Motor vehicles or any other self-propelled vehicle may only be driven in the streets. Parks, open spaces, walkways, sidewalks and curbsides are off-limits.
- Visitors using the common property parking areas may do so for short periods of time, with a maximum of 5 hours, unless otherwise authorized by the Board, through its authorized representatives.
- Only licensed and roadworthy vehicles of the kind permitted on public roads will be allowed to use the roads in the estate.

- No vehicles may be repaired or maintained on or about the Estate provided that normal washing of vehicles is permitted. Vehicles may only be washed on a stand and may not be washed in any street.
- Only licensed drivers are permitted to operate motor vehicles on the roads in the estate.
- All traffic signs must be strictly obeyed.
- Bicycles have preference over motor vehicles in the use of the estate roads. Cyclists must however adhere to all the rules of the road as well as these rules regarding road usage.
- Owners and occupiers of properties or units shall ensure that their vehicles and those of their visitors and guests do not drip oil or brake fluid onto the common property or in any other way deface the common property.
- The Board, through its authorized representatives, has the authority to apprehend and fine motorists who disregard the rules of road usage contained herein.
- Damage to curbsides, traffic signs, lamp posts and other property of the SHOA will be for the account of the offender or the legal guardians of minors committing offences or the principals of contractors.
- The flying of drones within the estate is strictly prohibited except with the prior written consent of the Board.
- Fines will be given to not adherence and the schedule of fines is attached in Appendix A.

2.2 Parking

- Parking is only permitted in the areas designated for this purpose.
- All motor vehicles, boats, caravans, trailers and any other vehicles shall be parked on the owners own property out of sight from street and neighbours properties.
- Parking in the building line spaces next to buildings will not be permitted.
- No parking will be allowed on the streets or sidewalks.

3. **LANDSCAPING & ENVIRONMENT MANAGEMENT**

- No landscaping features on the Estate (whether on sidewalks or elsewhere) may be removed or altered without the prior written consent of the Board. Damage to curbs, traffic signs, lampposts, and other property of the SHOA (whether by Owners, Residents or visitors) will be for the account of the relevant Owner.
- No Owner or Resident may undertake any landscaping on or about the Estate except on the Stand on which the Unit occupied by such Owner or Resident is located.
- Residents must ensure that declared noxious flora is not planted or growing in their gardens as well as to adhere to the Indigenous Plants and Protection Act, Act 185 of 2000.
- No Owner or Resident shall permit the growth of any alien vegetation other than with the prior written consent of the Board.
- No garden fences, walls, screen walls and/or similar features may be installed by Owners or Residents without the prior written consent of the Board.
- No rubble may be dumped or discarded in any public area or open vacant stands.
- Flora may not be damaged or removed from any public or green area.
- Residents are expected to maintain a high standard of garden frontage. Lawn must be kept short and edges trimmed.
- The owners of vacant stands must keep them clean and veldt grass and other growth must be kept short, to less than 400mm, to prevent fires as well as for security reasons.
- Owners of vacant stands must keep stands clean and veldt grass and other growth must be kept short. This is required to prevent fires as well as for security reasons. If the length of veldt grass is not maintained the SHOA reserves the right to clean the stand at the owner's expense as regularly as is necessary, without further notice to the owner. Stands must be maintained with grass less than 400mm. Cost to keep the grass short by the SHOA will be invoiced to the owner for each cleaning occurrence and payable immediately.
- Landscaping on sidewalks must be undertaken within the integrated landscape language of the Schoongezigt Estate.

- No planting (including trees, shrubs, lawn, and / or any other landscape feature) may be removed from the sidewalk or any other public open space without written consent from the SHOA.
- Please refer to the *Schoongezigt Estate Architectural Design & Building Guidelines* chapter 7 for more guidelines on Landscaping.
- Residents may make use of open space areas entirely at their own risk at times, notwithstanding that areas may or may not be maintained and or supplied with facilities by the SHOA.
- Residents may under no circumstances allow any wastewater or other pollution to flow into the public open space.
- Residents whose erven borders onto green area may not in any way interfere with the natural water flow of perennial water courses.
- Water from swimming pools shall be discharged into the storm water system. No discharge or swimming pool run off shall be permitted beyond the perimeter of the stand.

4. MAINTENANCE & STREETScape APPEARANCE

In order to ensure that the appearance from the streetscape of each home is appropriate and on a high standard, the following rules apply:

- Residents must maintain their Stands (including vacant Stands and sidewalks) in a clean, neat and tidy condition to the reasonable satisfaction of the Board having regard generally to the high standard of maintenance applied throughout the Estate.
- All garden fences, walls, screen walls and similar features installed by Residents must be maintained by them in a neat and serviceable order and condition.
- Failure to affect any necessary maintenance will entitle the Board and/or the SHOA to affect the necessary maintenance and to claim the cost thereof from the Owner or Resident concerned.
- It shall be the responsibility of owners or residents to keep the sidewalks adjoining their properties in a clean and tidy condition and to refrain from doing anything, which may damage or detract from the vegetation established by the SHOA.
- Boats, caravans, trailers and any other such recreational vehicles shall be parked on the owners own property out of sight from street and neighbours properties.
- No trees, plants or sidewalk lawn may be removed without the permission of the Board.
- The occupier of a property or unit shall not place or do anything on any part of the property or unit or the common property, including balconies, patios, walk ways and gardens which in the discretion of the Board is aesthetically displeasing or undesirable when viewed from outside the home.
- The owner of a property or unit will attend and maintain his garden, visible to the public, in order to uphold the aesthetic value of the complex.
- Washing may only be hung on lines screened from the street and neighbouring properties or residences. No washing allowed being hung over balustrades, handrails, walls or any other visible structure from street view. No washing may be done outside the building(s) on the applicable unit or on any property belonging to the SHOA.

5. SECURITY & RISK MANAGEMENT

5.1 Security, access control & deliveries

- All contractors/deliveries are to use only the contractors' gate. Only owners/residents and their visitors are to use the main security gate.

- Strict access control measure has been put into place in order to optimize the security at Schoongezigt Estate. Residents & visitors must at all times adhere to the access control measures put into place – according to the Schoongezigt Security Access Protocol (separate document).
- Residents & contractors are to treat all security officers in a cooperative, patient and respectful manner. No "outbursts" or any form of verbal abuse towards security officers will be tolerated.
- In any case of incident, unhappiness or conflict, please contact the Schoongezigt Estate Manager immediately.
- Owners, visitors & contractors must consent to their vehicles or persons to be searched before access or egress will be allowed.
- Security will not allow access to any visitor under the influence of alcohol or drugs and may refuse access, where access is not authorised by the resident, or otherwise in terms of these rules.
- All removal trucks are to enter and exit through the contractors gate only.
- A taxi may only enter the Estate if the resident/contractor concerned has made prior arrangements with the Estate Manager. All passengers will be treated as visitors and must comply with the Schoongezigt Security Access Protocol.
- Residents may not refuse access to their property if any form of maintenance (preventative or current) must be carried out to the boundary wall/ palisade fence or security related equipment on boundary walls. Repairs and maintenance times will be coordinated by the Board and Estate Manager. Residents must be vigilant and cooperative regarding any fence/wall related issues as damage to, or destruction thereof as it poses a security risk within the Estate.

5.2 House alarms & Fire Arms

- Although Schoongezigt Estate is a high security estate with roaming guards; it is still recommended that each home is secured with its own alarm system. After installation of alarm system, contact should be made with the Estate Manager to arrange the remote connection of the home alarm with the Security Control room to ensure that in case of alarm activation, security personnel can respond to the home immediately.
- Currently no contract has been made with specific Armed Response Companies yet, so residents can choose their service provider of choice.
- No member, resident or persons in their employ may carry any firearm(s) on the common property of the Estate. The use of paintball-guns, pellet-or-BB guns and/or any other unlicensed firearms are prohibited on the Estate.
- Residents are not allowed to have a "night-watchman" or their own security on their property during or after the building project.
- Residents are requested to inform security if they will be away from their premises for long periods of time (longer than 4 days); especially if any persons will be occupying the premises during that time.

5.3 Fireworks

- **NO fireworks** or Chinese Lanterns may be set off within the boundaries of the Estate.
- Criminal charges may be brought against perpetrators and an internal fine will be levied.

6. **NOISE & NUISANCE**

- The sound of music, television or radio broadcasts and the sound emanating from other electronically controlled instruments must be kept at a level which is not intrusive to residents of adjacent properties.
- Parties must be conducted with a minimum of noise generation and no music or loud noise caused by merrymaking shall be heard beyond the boundaries of the applicable unit.
- "No loud noise" or "silent times" is in effect in the estate in order to ensure the peace and tranquillity to all residents that the estate is supposed to give.
- **No-noise/silent times** must be strictly adhered to and are in the following timeframes:



- Sundays & Weekdays – No noise before 9:00 and after **21:00**.
 - Friday & Saturdays – No noise or parties before 9:00 and after **22:00**.
- Do it yourself repair and maintenance of motor vehicles, or any other internal combustion engine vehicle, craft or implement must take place out of sight from the estate streets and may never cause disturbance or be intrusive to neighbours or other estate residents.
- Motorbikes and any other vehicle must be driven with due regard to prevent any excessive noise or disturbance to residents.
- The use of powered implements such as power tools, lawnmowers, bush cutters, weed eaters and the like which produce noise that may be intrusive to neighbours, shall be kept within reasonable limits and will in any event only be allowed between the following hours:
 - Weekdays: 7:30 – 18:00
 - Saturdays: 7:30 – 15:00
 - Sundays & Public Holidays: 10:00 – 12:00
- In case of power dips, the use of generators will not be allowed to run through the night and must be switched off at 22:00 in the evenings when being used.
- No hobby or other activity is permitted which will create nuisance or disturbance (whether through noise or otherwise) to other residents.
- The privacy of residents must be respected at all times.
- Contravention of any of the above rules shall be punishable by penalties (see Appendix A).

7. PETS

- A maximum of 2 (two) pets in total (cat/s or dog/s) may be kept on each registered erven, subject to the application form being completed and the written approval from the Board first being obtained.
- No wild animals or poultry, pigeons or birds, which impact on and cause a nuisance for neighbouring residences, may be kept in the estate.
- Exotic animals or reptiles may not be kept as pets in the estate.
- No animals roaming in the green belt of the estate may be captured or kept as pets (such as tortoises, reptiles etc.).
- No pets are allowed to roam the streets in the estate. Roaming pets, without tags will be removed immediately; without notice to the owners and be handed to the municipal pound or SPCA. In the event of the owner being known to the Board, or the owner becoming known to the Board, a fine may be levied depending on the circumstances leading to the pet being outside of the owner's residence.
- Pets must at all times be walked on a leash in public areas. All streets, parks and open areas are defined as public areas.
- Should any excrement be deposited in a public area or the stands of other residents, the immediate removal thereof shall be the sole responsibility of the owner of the pet. Neglect to comply may result in a fine.
- Every pet must wear a collar with a tag indicating the name, telephone number and address of its owner.
- Cats **must** have a bell on the collar at all times. The flourishing bird life in Schoongezigt Estate is highly cherished and the SHOA will do everything in its power to protect the birdlife. Uncontrolled cats (especially without a bell on collar) roaming in the estate can endanger the complete birdlife in the estate and thus will be harshly acted upon if not abiding to the rules. Any stray cats without a collar/bell must please be reported to security/estate manager.
- Stray pets without identification tags, or pets which are consistently found to roam the streets, will be apprehended and handed to the municipal pound or SPCA.
- The owner of a pet will be responsible for any damage or injury caused to property/persons/other animals within the estate by his pet/s.
- Any pet that makes excessive noise or that invades the privacy of neighbouring residences may result in a fine and can result in the pet not being allowed in the estate if the situation does not improve.

- Owners are to take the size of their yards into consideration when having dogs in order to ensure no cruelty to the dog. Dogs that's too large for their yards and not having space to move often become problematic dogs, making excessive noise and becoming more aggressive easily.
- It's vital that large dogs (especially those seen as dangerous breeds such as Rottweilers, Doberman Pinschers, Bull Terriers etc.) are kept properly secured within their yards at all times. It must be taken into consideration that small kids might play in streets and front yards and a large uncontrolled dog might pose large safety risks to residents. Keeping Pit Bull Terriers as pets are strongly discouraged in the estate.

8. REFUSE

- Refuse removal in the estate is provided by the local municipality. The municipal waste truck is provided with a map of Schoongezigt Estate upon entrance showing them the location of the various homes. If your refuse is for whatever reason not being picked up, please contact the local municipality (or Estate Manager to assist). The timetable and prescriptions for domestic refuse removal can be obtained at the local municipality or Estate Manager and will be observed and adhered to by all residents.
- All domestic waste and refuse bags be put on the curb-sides in green/black plastic enclosed "*wheely*" bins. No black refuse bags are allowed to be put outside without being in these enclosed bins.
- Refuse containers may be placed on streets only for collection purposes on days designated for such collection, and must be returned to the demarcated areas immediately after the refuse has been removed.
- No cardboard containers, cartons, polystyrene or any other rubble that is too large to fit in the refuse bin are to be placed in the refuse areas, but shall be disposed by removing it to a recognised dumping area.
- As soon as possible after collection by the municipality, refuse bins must be removed from sight from the street and public. Bins and the refuse areas are to be kept clean and hygienic in order to prevent insects and bad odour.
- General garden refuse may not be placed on the curb-side or sidewalk for collection but must be removed by the owner.
- No garden refuse may be dumped on empty stands or on any common area or the property of the SHOA. Fines will be levied in the event of unlawful dumping of garden refuse. Any refuse dumped illegally may be removed by the SHOA at the cost of the perpetrator and/or the identified owner.
- Refuse or any building/garden waste may never be burnt. Contravention of this regulation shall be punishable by a fine as well.
- Recycling of certain recyclable materials is strongly encouraged.

9. RECREATIONAL FACILITIES & COMMON PROPERTY

- All amenities and recreational facilities (current & future) forming part of the estate shall be used at the sole risk of the user. The SHOA (nor its Directors and other representatives) will not be liable for any injury, loss or damage suffered arising from the use of any such amenities and/or facilities.
- The use of amenities and recreational facilities is restricted to Residents and (where permitted) their Visitors. All Visitors must be accompanied by a Resident when using any amenities and/or recreational facilities forming part of the Estate.
- Children who have not yet attained the age of 14 (fourteen) years must be accompanied by an adult Resident when using any of the amenities and/or recreational facilities forming part of the Estate.
- Smoking is not permitted in any recreational building and/or any other building which is intended for the shared use of all Residents and their visitors, except in areas specifically designated for that purpose.
- Roller skating, rollerblading & skateboarding are not permitted on any of the hard surfaced walkways or other areas on or about the Estate that have not been specifically designated for that purpose, including in or around any recreational building.

- **The following rules are applicable to the use of the kids playpark in the Estate:**

- Each person enters the park area, and use its facilities at their own risk.
- Guests to be accompanied by residents at all times.
- Park and playground closes at sunset strictly.
- Adult supervision required for children under the age of 6.
- Care must be taken to prevent drowning risk at the water stream.
- No smoking allowed.
- No alcohol allowed.
- No fires allowed.
- No dogs allowed without a leash.
- No glass containers.
- Inappropriate behaviour will not be tolerated.
- Littering strictly prohibited – use the bins provided.
- Keep to the trampoline rules.
- Please note that no children parties are allowed to be held at the park area.
- The equipment at the park area are only for the use of children aged 16 and under.

- **The following rules are applicable to the use of the Boma Area:**

- Only owners/residents and their guests may make use of the Boma Area.
- Owners or residents wishing to make use of the Boma Area are required to book the Boma for the specific day and time in the manner prescribed by the Board (currently at the security gate).
- Anyone using the Boma Area is required to leave the area in a clean condition with all ash removed.
- All fire wood should be provided by the owner/resident and no natural wood from the area may be used as fire wood.
- Fires should be kept controlled and all care should be taken to prevent the spread of fire. All fires to be properly extinguished upon leaving the Boma Area.
- All doors of the toilet facilities to be properly closed upon leaving the area to prevent damage by baboons.
- The Board has the right to disallow the use of the Boma Area by any owner or resident in the event of these rules not being adhered to by an owner/resident.

10. USE OF STANDS

- Stands may be used for private residential purposes only. For business rights activities refer to Chapter 11.
- No stand may be occupied by more than 1 (one) family unless submitted and approved differently in the plan approval process prior to commencement of the building project.
- No commercial farming activity is permitted.
- No public auction may be held on or about the Estate (whether from a unit or otherwise) unless organized by the Developer or Board.
- No quarrying and/or mining activities of any nature are permitted on any stands or common grounds.
- No private cemeteries are permitted.
- No stand may be subdivided and no application for the rezoning of a stand may be brought without the prior written approval of the SHOA.

11. BUSINESS PRACTICES

- No business of any kind may be conducted from residences within the Estate without the prior approval in writing to the Board; and then only if such business is permitted in terms of the town planning scheme applicable to the unit.
- No business activity of any nature may be conducted in the estate on common ground or from a stand/residence without the prior written approval of the Board.
- The decision of the Board is final and binding.
- The following factors will be taken into consideration in the Board's decision, where the main criteria is the risks the business will pose to the estate if any:
 - Will the business cause a large influx of visiting vehicles into the Estate?
 - Can the particular residence handle the parking required without causing nuisance to neighbours?
 - Will the business generate excessive noise?
 - Will it have a negative impact on neighbouring stands?
 - Does it have the potential to attract criminal elements into the Estate?
 - Will it depend on onsite advertisement and high visibility?
 - Will it fit in with the general character and vision of the Estate?
 - Will it enhance or reduce the desirability and marketing of the Estate for prospective investors?
 - What will the effect of the business be on the general value of property in the Estate?
 - Will the business require additional building construction?
 - How do the direct neighbours of the applicant feel about the intended business?
 - What is the ultimate safety risk that this intended business brings to the estate?

12. BUILDING IMPROVEMENTS

- All original building plans were approved by the SHOA. Thus, no attachments, building additions, improvements or major alterations may be made to any home without the prior approval by the SHOA. This is in order to protect the value of the estate and to ensure that all additions and modifications stay within the approved aesthetic concepts and design guidelines.
- Motivation and plans of the building improvements must be submitted to Schoongezigt Administration for approval.
- Where applicable, building improvements and alterations plans needs to be submitted to local municipality as well for approval.
- In particular, none of the following add-ons (but not limited to them) may be done on a stand without submission to the SHOA for approval:
 - Swimming pool
 - Lapa's
 - Carports
 - Wendy houses
 - Attachments or additional/outside rooms
 - Tennis court
 - Permanent structures clearly visible from the streetscape
- In cases where alterations or improvements have been without the prior approval of the SHOA, it may be requested that the alterations or improvements must be demolished/removed at the owners cost and a penalty will also be levied against the owner.

13. TENANTS & LEASING

- Should any owner wish to lease his property in the estate, such owner, together with such tenant, shall be obliged to complete the prescribed application form obtainable at Schoongezigt Administration office within two calendar months prior to such tenant wanting to take occupation, containing the following information:
 - The full name of the owner and if the property is registered in the name of a company or trust, the name of such company or trust
 - The erf number and street address of such property
 - Full names and surname of proposed tenant
 - I.D. number of tenant with a copy of the I.D. document
 - Intended date of occupation
 - Period of lease
 - Number of resident that will stay in the home
 - Vehicle registration numbers
- The proposed tenant shall be obliged to sign a written consent, contained in the application form, consenting that a credit check and police clearance be done by the Board and/or its representatives, inclusive of any other enquiries that may be necessary.
- The tenant will need to sign and submit the signed copy of this document – *Schoongezigt Community Living Rules & Regulations* showing that he will comply with all the relevant rules. The residence owner stays accountable for the behaviour and conduct of his tenant.
- All penalties resulted from the behaviour of a tenant will still be for the owners account and it's the owners responsibility to obtain the penalty from the tenant if he wants to do so.
- A fee of R1000 will be payable in advance when lodging the application at the office of the estate, which fee shall not be refundable.
- A certified copy of the identity document of the applicant shall be annexed to the application and such a tenant will only be allowed to take occupation after all procedures have been completed and the owner and/or tenant have been advised of the Board's decision.
- Only after approval has been granted the process of registration at security may begin.
- The Board will, within its discretion, be entitled to request all existing tenants to complete the prescribed application form, should the Board have reason to believe that such a tenant could be a security risk.
- The occupants of any property within the Estate are responsible for the conduct of their visitors, contractors and employees, and must ensure that such parties adhere to all Rules and regulations.

14. ADVERTS & NAMES

- Residents and/or owners wishing to name their properties may do so, by attaching lettering and or plaques to the perimeter wall directly adjacent to the main entrance to the stand. Lettering or plaques must blend in with the overall feel, architecture and colour scheme of the home.
- No perspex, composite materials, degradable materials, plastics, painted boards akin to advertisement boards (not applicable to shaped and artistically presented painted boards), untreated wooden boards or rough wood lettering will be allowed.
- No advertisement will be allowed on the Estate or on the perimeter wall of the Estate or at the main entrance.
- Advertisements for show houses or home sales to be organized through the Estate Marketing Agents.

- If an owner wishes to put up a service provider boards (such as armed response security name boards), boards must be placed in discrete locations not to affect the aesthetic appeal of the home (Example: Putting an ADT board rather on the sidewall than on the garage wall).

15. DOMESTIC WORKERS

- Every domestic worker must, prior to being engaged, be registered by the Resident concerned with the Association's security department and be issued with identification card. The resident must complete the required application/registration form at the security office with all required documentation. Workers are identified and registered by way of South African identity documents at the Estate Office.
- A full time domestic worker, and/or full time gardener will be given access in terms of the policy laid down from time to time by the Board.
- Domestic workers must at all times adhere to the access control measures put into place – according to the Schoongezigt Security Access Protocol (separate document).
- Biometric access control systems are utilized and therefore fingerprints of all workers will be taken in order to utilize the biometric turnstile system.
- A domestic worker that is employed under conditions/benefits such as staying fulltime on the premises will be allowed only by gaining prior approval by the Board and Estate Manager. More details will be required from domestic workers wishing to stay on the premises of a resident.
- Visitors to domestic workers must not intrude on the privacy and peace of other residents. The Board, through its executives or agents, must be notified of any visitors that will overnight (although overnighing of visitors is not encouraged).
- When a domestic worker is discharged the Resident concerned must immediately inform the Estate Manager in order that the access to the estate is cancelled.
- No private "night watchmen" are permitted provided that Residents make use of private security officers employed by security companies approved by the Association.
- No contractors (not visitors such as friends or family) are allowed to overnight or stay permanently on site for duration of time while certain work/repair is performed at your home. As per home building periods, all/any contractors must be off the estate at 18:00 in the evening. Any special request, arrangements and approval must be obtained from the Estate Manager beforehand for whatever reason it might be. Estate Manager has the authority to grant exceptions or refuse at his own discretion taking all risks into consideration.

16. LEVIES

- The Board, through its executives or agents, will collect levies and penalties/fines on behalf of the SHOA.
- All levies are collected by means of debit order only. Forms for registration of debit orders are to be obtained from Schoongezigt Administration and completed prior registration of each property.
- Levies, penalties and fines are determined and enforced by the Board as stipulated in the memorandum of incorporation and constitution.
- Any additional stand being consolidated with an original stand; an additional levy of 33% of the normal levy will be charged to each additional stand being consolidated (2 consolidated stands: Levy = 100% levy + 33% Levy; 3 consolidated stands: Levy = 100% levy + 33% Levy+ 33% Levy).
- Penalties will be imposed on any account unpaid after 60 days. Any unpaid account due for a period exceeding 90 days will be handed to the appointed attorneys and or collection agents.
- In the event of an unpaid account for levies and/or penalties being handed over to attorneys for recovery, the relevant owner will be liable for payment of all legal costs incurred on an attorney/client – scale.

17. LEGAL STATUS

The conduct requirements, rules and regulations set out in the document is binding on all residents, their workers and visitors. Furthermore, all residents are obliged to ensure that their workers and visitors are made aware of these rules and that they are strictly complied with. Such contracts may be required to be submitted to SHOA for prior approval.

The owners of properties remain responsible for transgressions by their contractors/agents/workers/visitors at all times and therefore notices, warnings and fines will be issued to them only. Should there be an infringement of any of the under mentioned conditions, the SHOA accepts no liability whatsoever for any losses sustained by the home owner, contractor or sub-contractor, as a result thereof.

All amenities and facilities forming part of the estate shall be used at the sole risk of the user. The SHOA (nor its Directors and other representatives) will not be liable for any injury, loss or damage suffered arising from the use of any such amenities and/or facilities.

For any enquiry or more information:

Schoongezigt Home Owners Association

Letabarivier Avenue, Cashan 7, Rustenburg, 0299

Postnet Suite 4834, P/Bag X82323, Rustenburg, 0300

Email: info@schoongezigt.co.za

www.schoongezigt.co.za

APPENDIX A – FINES SCHEDULE

The following is a guideline for the implementation of Fines and/or Penalties on Schoongezigt Estate relating to Rules & Regulations:

- Fines that are not paid in the allowable time will be added to the monthly levy account of an owner. The SHOA reserves the right to amend this schedule from time to time; impose fines more or less severe than stipulated in this schedule according to particular circumstances; and impose fines for offences not stipulated in the schedule.
- Only owners will be responsible at all times for contraventions of their families, guests, contractors or agents and fines if any. The Board, through its agents, may issue spot fines. In the event of any Owner disputing the fact that he has committed a breach of any of the rules, a committee of 3 (three) Directors appointed by the Chairman for that purpose shall adjudicate upon the issue at such time and in such manner and according to such procedure (provided that natural justice shall be observed) as the Chairman may direct. In such an instance the relevant Owner disputing liability is required to dispute his liability in writing delivered to the administrative office (admin@schoongezigt.co.za).

Subject	Details	Fine Amount
Traffic & Vehicles	Any access control, transport, parking, vehicle or delivery related incident or deviation (Speeding + 25km/h, wrong/improper deliveries)	R500 / instance
Maintenance & Streetscape Appearance	Improper appearance from the streetscape by not adhering to the maintenance and streetscape guidelines	R500 per month until removed
Security & Risk Management	Not adhering to Security & Risk Management guidelines in general	R1000 / instance
	Not adhering to Schoongezigt Security Access Protocol	R500 / instance
	Use of firearms on estate common property	R3000 / instance
	Setting off fireworks in the estate	R3000 / instance
Noise & Nuisance	Not adhering to Noise & Nuisance guidelines	R1000 / instance
Pets	Not adhering to guidelines regarding the proper keeping of pets	R1500 / instance
Refuge	Not adhering to Refuge guidelines	R1000 / instance
Recreational Facilities & Common property	Not adhering to guidelines put in place in terms of Recreational Facilities & Common properties	R1000 / instance
Use of stands	Unlawful use of stands	R5000 / instance
Business Practices	Unauthorised business practices and not adhering to guidelines of allowed business practices.	R3000 / instance
Building Improvements	Building improvements done without approval and not adhering to building improvements guidelines	R5000 / instance or R5000 per month until removed or authorisation obtained
Tenants & Leasing	Not adhering to rules regarding tenants and leasing of properties	R2000 / instance
Adverts & Names	Not adhering to Advert & names guidelines	R500 / instance
Domestic workers	Not adhering to guidelines put in place regarding the managing of domestic workers	R1000 / instance