

MONTERAMA BODY CORPORATE

Rules of Conduct

In accordance with Section 35 (2)(b) of the Sectional Titles Act, Act 95 of 1996

In accordance with the authority which is given to the Board of Trustees by the Sectional Titles Act, No. 95 of 1986 with amendments, to form and enforce rules of conduct, and to adapt these from time to time as the need may be, the Board of Trustees of Monterama has adopted this Addendum to the Rules of Conduct.

1. PREAMBLE

- 1.1 The Rules of Conduct, set forth the duties and responsibilities of owners, tenants, residents and their guests, and are intended as guide to promote the peaceful co-existence of everyone living at Monterama.
- 1.2 These guidelines and rules shall be binding on the owner/resident and it shall be the duty of the owner to ensure compliance of these rules by his/her lessee or occupant including employees, guest and any member of his/her family, his lessee or his/her occupant or any visitor to the unit.

2. VIOLATIONS OF RULES AND REGULATIONS

- 2.1 It is the obligation and duty of each resident of Monterama to report violations of the rules of conduct, in writing, to the Trustees. Notice of actual violations will be brought, in writing, to the attention of the relevant owner/tenant by the Trustees.
- 2.2 Failure on the side of an owner or tenant to correct such violations will result in fees, fines and/or legal action, the cost of which will be the responsibility of the owner.

3. ENFORCEMENT OF RULES OF CONDUCT

- 3.1 All owners, tenants and guests are required to abide by all established rules and regulations set forth by the Trustees.
- 3.2 If there is a violation of Rules, the resident has the right to do any of the following:
 - a) Obtain the names and addresses of all violators, and then report to the Trustees for further action.
 - b) To remove any person causing to be a nuisance and not acting within the approved rules of the Body Corporate
 - c) In the case of unacceptable behaviour of children, to inform their parents immediately, prior to taking further action as per (a) and/or (b) above.
- 3.3 The Trustees have the right to apply the fines as laid down in paragraph 31.

4. **CHILDREN**

- 4.1 Ball games, batting, skateboarding and cycling on the common property and between the buildings and/or other structures are strictly prohibited.
- 4.2 Quad bikes are not allowed anywhere on the common property.
- 4.3 Children may under no circumstances play in gardens other than their own, or in the designated play area situated in the green belt area.
- 4.4 Residents must supervise their own children and the children of their visitors so that no damage is caused to the common property or cause inconvenience to other residents. They may not interfere with other residents' post boxes, number plates, plants, decorations or property.

5. **PETS**

- 5.1 Owners or tenants may not keep any animal, reptile or bird in a unit or anywhere within the common use areas without the prior written permission of the Trustees, who, will not withhold such permission without reason. Only ordinary household pets (dogs, cats, fish, and birds) may be kept as pets on the premises of Monterama.
- 5.2 It is the right of the Trustees to require residents to comply with any reasonable conditions they may wish to set before giving permission to keep pets. Only **ONE (1)** household pet is allowed per unit. All dogs and cats must have an identification tag on them, should any animal be found on communal property without an identification tag they will be handed over to the SPCA.
- 5.3 The Trustees reserves the right to withdraw permission to keep pets should residents fail to comply with any of the conditions that were set in paragraph 5.2 above.
- 5.4 All pets must be neutered. No breeding of pets for commercial or any other purposes will be allowed.
- 5.5 Only one small to medium breed dog is allowed.
- 5.6 When selecting a dog, please take into consideration the dog's needs, i.e. area required for size of dog, the dog's behaviour etc. Should complaints be received regarding your dog, the Trustees reserve the rights to withdraw permission for keeping it. Dogs that are considered a danger to other residents, workers and children will not be allowed.
- 5.7 Dogs must always be on a leash and under control of their owners when on the common property.
- 5.8 Owners of dogs must always remove excrement from the common property and from their gardens.
- 5.9 Dogs that bark, howl or whine excessively are a nuisance to neighbours. No animal will be allowed to unreasonably annoy other residents, or to interfere with the rights of residents to the peaceful enjoyment of their sections.

- 5.10 Pet owners are responsible and liable for any personal injury and/or damage to property caused by their pet.
- 5.11 Pet owners should not leave open containers of pet food outside. This can attract pests such as rodents, cockroaches, flies etc.
- 5.12 No pets are allowed in the pool area or common area.

6. GARBAGE

It is the responsibility of each owner and/or tenant to adhere to the following:

- 6.1 Keep a dry and hygienic container for garbage disposal within a unit, or in an exclusive use area or in the common area according to the written Instruction of the Trustees.
- 6.2 Ensure that all garbage is placed in tightly closed bags before being put in the garbage bins. Cans and other containers must be free of any liquid.
- 6.3 Large boxes and cartons must be torn down to a reasonable size and placed next to the garbage bins, not inside. These are sent for recycling.
- 6.4 Ensure that no fatty food is poured down the drains, as this will cause blockages that would have to be removed by a plumber. Any additional costs will be recovered from the relevant owner

7. GATES

- 7.1 Residents are not allowed to use the motor gate for pedestrians.

8. GARAGES

- 8.1 Under no circumstances whatsoever may extension cables for power supply be hooked up to the light in garages. According to the Sectional Titles Act, No. 95 of 1986, Annexure 8, Clause 68(iii) and (v), "an owner:

- (iii) *shall not make alterations which are likely to impair the stability of the building or the use and enjoyment of other sections, the common property or any exclusive use area;*
- (v) *shall, when the purpose for which an exclusive use area is intended to be used, is shown expressly or by implication on or by a registered sectional plan, not use, nor permit such exclusive use area to be used, for any other purpose: Provided that with the written consent of all owners such exclusive use area may be used for another purpose;"*

- 8.2 The garages are for the express use of parking vehicles, as parking space is limited in Monterama. Garages may not be used for storage, commercial use or living areas.
- 8.3 Garage doors must be kept closed at all times.

9. VEHICLES

- 9.1 Garages and open parking bays are reserved solely for the parking of passenger cars and motorcycles. No caravans, trailers, trucks, commercial vehicles, etc. may be parked in garages or on open parking bays.
- 9.2 Owners and tenants are always requested to park their vehicles inside garages. Should there be any problems regarding this, the Trustees must be informed thereof in writing. Repeat offenders' vehicles will be clamped and a release fee as determined from time to time by the Trustees will be payable before the clamp mechanism will be removed.
- 9.3 The Trustees reserves the right to have any vehicle which is parked or abandoned on the common property removed at the cost of owner.
- 9.4 It is specifically forbidden to service, repair and/or overhaul vehicles and/or parts on the common property, exclusive use areas or within a unit.
- 9.5 Parking space at Monterama is a limited and shrinking commodity, therefore **no more than one vehicle per unit can be allowed to utilise an open parking bay.**
- 9.6 The storage or parking of any boat, trailer, camper, motor home, caravan, or truck of ¾ tons or more, motor vehicle of any type other than a standard passenger automobile anywhere on the premises is prohibited, except temporarily for the purposes of loading or unloading.
- 9.7 Temporary parking refers to the parking of vehicles reserved for visitors of resident, as well as delivery, service and other commercial vehicles being used in supplying services to the Body Corporate or residents.
- 9.8 The Caretaker must be informed in writing in advance when any private deliveries would be made, or when private contractors would be working inside a specific unit.
- 9.9 Should guests of residents stay overnight for a period exceeding three (3) consecutive nights, the Caretaker must be informed of this in writing.
- 9.10 Inoperable vehicles will not be allowed in any designated parking space on the premises, i.e. garages or open parking bays. The Trustees reserves the right to cause the tow-away of any inoperable vehicle left on the premises for more than three (3) consecutive days, at the expense of the owner of such a vehicle.
- 9.11 Owners of vehicles are responsible for cleaning up stains caused by oil or any other fluid leaking from vehicles onto the driveways. Should an owner fail to clean up such stains, the Trustees reserves the right to have it done at the expense of the owner of the vehicle that caused the stain.
- 9.12 The registered owner/tenant of the unit will be held responsible for the clean-up of any stains on driveways caused by vehicles that belong to any family member, visitor, guest, friend or worker. This includes delivery vehicles and moving vehicles i.e. vehicles used to move in or out.

- 9.13 Vehicles may not be driven at a speed faster than 15 kilometres per hour on any part of the communal property and the presence of pedestrians and children must be noted and respected. Normal rules of the road shall be applied such as travelling on the left side of the road etc.
- 9.14 Parking of vehicles upon the communal property is subject to the express condition that every vehicle is parked at the risk and responsibility of the owner/resident of such vehicle and that no liability shall attach to the Body Corporate or its agents or employees for any loss or damages of whatsoever nature sustained by any person who parks on the communal property.
- 9.15 The owner/resident of a unit may not park more than two (2) vehicles on the premises on a permanent basis without the written permission of the Trustees.
- 9.16 Every owner/resident must ensure that their vehicles are registered, and the sticker issued to the owner/resident must reflect in the front window.
- 9.17 Parking in front of garages are strictly prohibited and fines will be issued to owners.
- 9.18 Residents may not park permanently on the visitors parking bays.
- 9.19 No parking whatsoever is allowed in the driving area, this includes the space in front of garages.
- 9.20 The garage must be utilized as a parking space for a vehicle. The garage cannot be used for storage purpose only.
- 9.21 Repairing and rebuilding of vehicles are not at all allowed on the property. Only emergency repairs are allowed.
- 9.22 Vehicles may only be washed at the designated area. Fire equipment may not be used under any circumstances for washing vehicles.
- 9.23 All residents must have a green sticker on the front window to determine if it is a resident or not and for security purposes.

10. DAMAGE OR CHANGES TO COMMON PROPERTY

- 10.1 Owners and tenants are not allowed to paint or mark, attach hooks, nails or screws, or damage or change any part whatsoever of the common property, without the prior specific written approval of the Board of Trustees.
- 10.2 Notwithstanding 10.1, a owner or any other person authorised by him/her may:
 - a) Install any locking device, security gate or security device for the protection of his/her unit, or

- b) Install any shield or screen to keep insects and/or animals out, on the distinct understanding that the Board of Trustees has approved in writing the design and nature of any such device, as well as the manner in which it will be installed.

10.3 Owners and tenants are not allowed to erect any temporary or permanent structures in any of the common areas without prior, written authorization from the Trustees.

10.4 Maintenance to any structure erected at a unit with the consent of the Trustees will be for the cost of the owner of the unit or his predecessor.

11. ARCHITECTURAL STANDARDS & EXTERIOR APPEARANCE

11.1 Owners and tenants are not allowed to make any changes or additions to any part of the common property, including balconies, verandas, patio's and gardens which, according to the consent of the Trustees, may appear aesthetically displeasing or undesirable when viewed from outside a particular unit.

11.2 Written requests of residents to erect awning on their balconies, at the front door and at windows will be approved on the condition that the main colours are aesthetically compliant to the rest of the colours of the complex. More information may be obtained from the Caretaker.

11.3 Subject to the approval of the local municipality where applicable, owners/residents of sections may not attach anything such as car ports, lapa's, louvers, verandas , awnings, huts etc. to the outside of their units or to the communal property in the scheme , patios, verandas and gardens which , in the opinion of the trustees, has an effect on the outside appearance of the unit or the aesthetic look of the communal property and complex, unless approved in writing by the trustees, which written approval must prescribe the nature , design and colour of the apparatus to be attached or installed as well as the manner in which it will be attached or installed.

11.4 Building or maintenance on common property will happen to cause the minimum inconvenience to fellow residents.

11.5 Building and maintenance should take place during reasonable times from Monday – Friday from 08:00 – 17:00 and Saturdays from 08:00 – 13:00. The Trustees must be informed in writing of any building and/or maintenance work at any unit.

11.6 To ensure that the aesthetics of the outside of the complex are alike, all colour schemes must be similar throughout the entire complex. Written permission must be granted by the Body Corporate should owners want to paint anything on the outside of their units.

12. SIGNS AND NOTICES

12.1 Owners and tenants are not permitted to attach any signs, notices, billboards or advertisements of any nature whatsoever to any part of a unit, an exclusive use area or the common property without the prior written consent of the Board of Trustees.

13. SATELLITE DISHES

- 13.1 Standard size satellite dishes may be put up however it may not be of a disturbance of neighbours. The Caretaker could be contacted to provide further information.

14. SWIMMING POOL

- 14.1 The swimming pool is for the exclusive use of owners and/or tenants and their guests. The number of guests is restricted to four (4), and all guests must be accompanied by the owner or tenants. **NO EXCEPTIONS WHATSOEVER.**
- 14.2 The swimming pool gates will always be kept locked, admittance will therefore be by key only.
- 14.3 Residents must inform the caretaker when guests are going to be entertained at the pool area. The key can be obtained from the security guard on duty at the time.
- 14.4 Children under the age of 12 years must always be accompanied by a responsible adult and will under no circumstances be allowed to use the pool by themselves.
- 14.5 Usual and customary swimming attire is required of any person who wants to use the swimming pool. All hair pins must be removed before entering the pool.
- 14.6 Radios, CD players and other audio devices are not permitted in the pool area, unless used with earphones.
- 14.7 Diving, splashing, ball playing, cannon-balling, running and/or boisterous play of any kind are not permitted in the pool area. Neither are bicycles and skateboards allowed.
- 14.8 No glass containers whatsoever will be allowed in the pool area.
- 14.9 Persons under the influence of alcohol and/or any other mind-altering substances will **UNDER NO CIRCUMSTANCES** be allowed into the pool area. The Caretaker and the Board of Trustees reserve the right to have anyone who refuses to co-operate in this regard removed by the police.
- 14.10 Owners and tenants who do not comply with these rules, forfeit the right to use the pool area.
- 14.11 The pool gates must be kept closed even when residents are using the pool.
- 14.12 Residents are responsible for their own safety, as well as that of their children and guests, and use the pool at their own risk. Monterama Body Corporate will not be responsible for any accidents, injuries or deaths in or around the pool. Use of the pool indicates acceptance of these conditions.

15. LAUNDRY

- 15.1 It is strictly forbidden to put up laundry lines on balconies and patio's however tenants may use a movable laundry drying rack. It is also not allowed to hang laundry on any part of the common

property where it is visible from outside a unit or from any other building or part of the common property. Laundry may not be hung on the railings of balconies either.

16. STORAGE OF INFAMMABLE/HAXARDOUS SUBSTANCES AND OTHER DANGEROUS ACTIONS

- 16.1 An owner or tenant may not store any material, or do or permit or allow to be done, any other dangerous act in the building or on the common property which will or may increase the rate of the premium payable by the Body Corporate on any insurance policy.

17. LETTING OF UNITS

- 17.1 All tenants and other persons to whom the right of occupation has been given by any owner of a unit, must submit and abide to these Rules of Conduct and Addenda notwithstanding any provision to the contrary contained in any lease or any grant of rights of occupancy.

- 17.2 All owners must properly screen their tenants before allowed occupancy at the premises of Monterama.

18. ERADICATION OF PESTS

- 18.1 An owner or tenant shall keep his/her section free of white ants, borer and other wood destroying insects and to this end shall permit the Trustees, the Caretaker and/or their duly authorised agents or employees, to enter upon his/her section from time to time for the purpose of inspecting the section and taking such action as may be reasonably necessary to eradicate any such pests. The costs of the inspection, eradication of any such pests as may be found within the section, replacement of any woodwork or other material forming part of such section which may be damaged by any such pests shall be borne by the owner of the section concerned.

19. GARDENS

- 19.1 The Body Corporate is responsible for:

- (1) mowing the lawn, and
- (2) cutting the edges.

- 19.2 The owner or tenant is responsible for:

- (1) planting flowers, shrubs and other plants.
- (2) applying fertiliser, and
- (3) weeding and trenching of flower beds.
- (4) watering the garden area and adhere to water regulations regarding water usages inside their exclusive use areas.

- 19.3 An owner/resident of a unit shall maintain their exclusive use area, with respect to a garden area, in a neat and tidy condition.

- 19.4 Owners/residents may not interact directly with the staff of Monterama. Any requests must be referred to the Caretaker in writing.
- 19.5 Access to garden will be granted to Monterama employees to cut grass on a weekly basis.
- 19.6 Each owner or tenant carries the responsibility for the behaviour of their children and their friends, as well as the children of guests, and for any damage whatsoever caused to plants, railings and any other structures on the common property. The costs for the repairs for any such damage will be recovered from the relevant owner.
- 19.7 All owners/residents are to note that gardens form part of the common property and as such, any alterations must be agreed to by the Trustees.
- 19.8 All owners/residents are only permitted to water gardens after 18:00 in the afternoon or before 06:00 in the morning or according to municipal water restrictions.

20. NOISE

- 20.1 Excessive noise made, caused or produced at any time by persons, sound equipment, vehicles, machinery and/or any combination of these and which constitutes a violation of the right to the peaceful enjoyment of their own or the common property of any owner or tenant will **UNDER NO CIRCUMSTANCES** be tolerated from any owner, tenant and/or guest whomsoever. This also applies to residents or visitors driving into the premises of Monterama.
- 20.2 Any violation of this rule is also a violation of municipal by-laws and regulations regarding noise pollution, and strict action will be taken against any person(s) not adhering to this rule.
- 20.3 All owners/ residents are responsible for the behaviour of their visitors/guests. Noise levels should always be kept to the absolute minimum.
- 20.4 Absolute silence should be maintained after 22:00 and before 06:00 seven days a week.
- 20.5 The Body Corporate or Caretaker should be notified of any social gatherings, which will be attended by an extensive number of guests, which might lead to the disturbance of other residents.
- 20.6 All noisy work and especially construction, is to be limited to weekdays between 08:00 and 17:00 and Saturdays between 08:00 – 13:00, with noisy work not to be undertaken on Sundays or Public Holidays.
- 20.7 Any DIY work (e.g. moving of lawns, hammering, drilling, etc.) that may cause an inconvenience in terms of noise should be done subject to 20.5 supra. As a courtesy towards your neighbours, discuss the intent and potential impact of DIY work planned with them.
- 20.8 Social functions are to be limited to a size and noise level having due regard for other residents and the size of the apartment where the function is to be held.

- 20.9 Staff, private employees and their visitors/guests must make every effort to perform their duties quietly and avoid disturbance on the communal property.

21. DENSITY OF OCCUPATION

- 21.1 Because of the pressure that would be put on the provision of water, electricity and sewage services, as well as the cost thereof, an owner or tenant of a section may not, without prior written consent of the Board of Trustees, allow such section to be occupied by more than 4 (four) persons, a maximum of two persons per bedroom, at any given time. For the purposes of this clause the meaning of the word "occupy" refers to the occupation of a section on a continuous basis for an uninterrupted period of more than 24 hours.

22. BRAAI FACILITIES

22.1 MUNICIPAL BY-LAWS

- 22.1.1 In accordance with the City of Tshwane Metropolitan Municipality's by-laws (Fire Brigade Service By-Laws):
- a) No person may store any combustible materials of whatever nature or have them stored or permit them to be stored in such a manner and in such a position as to likely pose a fire hazard to any human being, animal, building or premises.
 - b) Person may make an open or unattended fire or allow a fire to be made in such a way and in such a place as to pose a real or potentially real threat to any human being, animal, building, premises or other property.
 - c) Prohibition is not applicable to a device for preparing food, which device is heated by means of electricity or liquid petroleum gas and is positioned in such a way that the device poses no threat or is considered to be a nuisance to life or property on any premises.
 - d) Any person who fails to comply with these provisions is guilty of an offence.

22.2 BRAAI ON BALCONIES

- 22.2.1 The grills in the recreational area at the pool were removed because they are worn out. To make up for this loss of facilities, it has been decided that residents may braai on balconies, subject to certain criteria.
- 22.2.2 In light of the above, **only closed braais** (e.g. Weber) will be allowed on balconies. Only charcoal will be allowed.
- 22.2.3 Grills in gardens must be placed in such a position that smoke will not be a nuisance to residents in upper units.
- 22.2.4 A lit grill may under no circumstances be left unattended.

22.3 NOISE

22.3.1 Braai activities should at no time become a nuisance to neighbours, interfering with the quiet enjoyment of their sections.

22.3.2 The volume of music and/or electronic equipment should be kept at a level so as not to cause a nuisance to neighbours, and parties should be conducted with the minimum of noise generation.

22.3 ENFORCEMENT OF THESE RULES

22.3.1 The Board of Trustees reserves the right to enforce these regulations, including the levying of fines for violation thereof. Fines for offenders of any of these rules will be levied according to paragraph 31.

22.4 BRAAI IN GARDEN AREAS

22.4.1 As the garden areas in front of ground level units form part of the common use areas, the same rules will apply as set out above.

23. BUILDING MAINTENANCE

23.1 Owners of units are responsible to keep their units clean and to maintain structures that are not part of the original unit, like watering systems, fishponds, patios etc.

23.2 If an owner:

23.2.1 Fails to repair or maintain his unit in a state of good repair as required by the Sectional Titles Act 95 of 1986 as amended; or

23.2.2 Fails to maintain adequately any areas of the communal property allocated for his exclusive use and enjoyment, and such failure persists for a period of thirty (30) days after the giving of written notice to repair or maintain given by the Trustees or the Managing Agent on their behalf, the body Corporate shall be entitled to remedy the owner's failure and to recover the reasonable cost of doing so from such owner.

23.2.3 No outside additions or alterations to be made to a unit, or a unit be painted or otherwise treated, unless explicit authorization is given by the Body Corporate and in such a case, instructions may be received on how the work should be done.

24. SECURITY

24.1 Owners /residents must abide by the security rules of the complex.

24.2 Any problems must be addressed in writing to the Trustees.

24.3 At no time should an owner/ resident tamper with any security device(s) and/or procedures.

24.4 The front gate may only be opened by residents being visited by anybody requesting admission to the property.

- 24.5 Under no circumstances are any owners/residents allowed to enter the guard house at the gate.

25. GENERAL GUIDELINES

- 25.1 Infringements of any rules may incur a fine and/or legal action of which this will be for the account of the owner.
- 25.2 No objects of any nature may be left or stored anywhere in, on or upon the communal property, otherwise said objects will be removed by Trustees.
- 25.3 An owner/resident of a section may not dump, throw or cause to be dumped or thrown, any litter, including rubbish, cigarette butts, leftovers food or any other form of rubbish on the communal property.
- 25.4 The making of open fires is restricted to exclusive use areas and is only permitted on the basis that such fires do not cause any nuisance to other residents (such as ashes and smoke) and do not cause a fire hazard to the scheme and other residents. Owners/residents transgressing this rule will be held personally liable for any damage that may be caused.
- 25.5 Owners/residents shall control their children as well as the children of their visitors/guests in such a way that nothing may be damaged, and the children are not nuisance to other residents. Owners/residents/ visitors / guests are responsible for the safety of their children on the communal property.
- 25.6 The owner/ resident is responsible for the maintenance and neatness of their exclusive use areas.

26. EMPLOYEES

- 26.1 Residents must provide the Trustees with details of their employees. i.e. Domestic worker and identification document for security purposes.

27. MISCELLANEOUS

- 27.1 Cigarette butts and other objects may not be thrown out of windows or from the balconies or from anywhere onto the common property.
- 27.2 It is the duty of the owner to make sure that their tenants are handed a copy of the house rules. The owner of a unit shall provide the occupier with a copy of these rules and obtain a written receipt that shall be retained by the trustees. New owners must acknowledge the receipt of the rules.
- 27.3 All Tenants of units and other persons granted rights of occupancy by any owner of the relevant unit are obliged to comply with these conduct rules, notwithstanding any provision to the contrary contained in any lease or any grant of right of occupancy.

28. BUSINESS

28.1 No trade or business that involves multiple persons moving in and out of the premises may be conducted on the common property or from separate units.

28.2 No sales of any kind may be held on the common property or separate units.

29. COMMON PROPERTY AND EXCLUSIVE USE AREAS

29.1 Common property includes the driving area, carports, and communal gardens as well as store rooms, employee toilets, showers and electricity room.

29.2 Common property belongs to all owners of the units. It is the responsibility of all residents to guard and care for the common property as private property.

29.3 All gardening in the common property areas will be managed and maintained by the Body Corporate, unless expressly agreed otherwise.

29.4 Private garden areas and front court yard must always be kept clean and cared for by the resident. The trustees may take measures against the residents if this rule is overstepped. After a warning 30 days will be given to solve the matter.

30. COMPLAINTS AND SUGGESTIONS

30.1 Trustees are to receive a written complaint before steps will be taken and fines imposed. A majority decision of the trustees to be binding by all parties.

30.2 Only written complaints and suggestions directed to the Managing Agent will be considered.

30.3 Anonymous complaints will not be given any consideration.

31. FINES

31.1 A written warning for violation of any rule set out in this document will be handed to the guilty resident by the Body Corporate.

31.1.1 Infringement of any of the rules herein may result in a fine equal to one month's levy being imposed. The following shall apply for incidences of transgression:

31.1.2 A written notice to the owner and resident indicating the alleged transgression of a rule(s) and informing the owner/resident that the said infringement(s) should be rectified within 30 (thirty) days from date of the notice.

31.1.3 If the infringement has not been rectified within 30 (thirty) days of the written notice a fine equal to half of one month's levy shall be imposed with immediate effect.

31.1.4 If the infringement has not been rectified within 30 (thirty) days of the previous fine, a fine equal to one month's levy shall be imposed with immediate effect.

- 31.1.5 The owner/resident will be granted the opportunity to appeal against the alleged transgression and/or fine within 14 (fourteen) days of the notice/fine to the Trustees or any other body appointed for this purpose by the trustees