

Mahavir Trinkets 'C Wing' Co-operative Housing Society Limited

(Reg. No. MUM/WS/HSG/TC/10537/2012-13/Year 2012)

CST Number 115/A, Hariyali Village, Off LBS Road, Behind HUMA Cinema,
Opposite Railway Station, Kanjur Marg (West), Mumbai 400078.

BASIC CIVIC & HYGIENE RULES FOR ALL BUILDING RESIDENT MEMBERS

1. Firstly, we request all members to co-exist peacefully, causing the least disturbance to other residents in a true spirit of co-operation, observe the utmost civic decorum, detest from shouting or screaming or using foul language in public society space at all times.
2. Kindly do not spit, urinate, or dirty society public space, flooring, deface the walls, lift walls and door with graffiti or misuse society property. Persons caught in the act will be penalised by the society and made to reimburse the loss with total cost and heavy penalty.
3. Stilt parking is only for parking resident vehicles. Kindly remove all other items like broken furniture, old tyres, left over civil work materials, cement bags, tiles, other disposables and extra materials, etc., from parking areas and society compound. **Please note that the society housekeeping will intermittently dispose off the material if found. Society will not entertain any missing item complaints.**
4. Kindly do not feed 'Pigeons' by putting dry grains in the building windowsills, parapet, etc. Pigeon droppings not only cause harm to the building facade but is also a health hazard to all residents.
5. Please do not throw water, cigarette butts, match sticks, personal hygiene stuffs, and other unwanted material through room and bathroom windows, but dispose off the same in their dustbin. Persons caught in the act will be penalised by the society with heavy penalty.
6. We request members not to keep your dustbin outside your door in the corridor all day long. Housekeeping staff visits every household in the morning to collect the same. Kindly place the dustbin for disposal in the morning and remove it after the refuse collection.
7. It is advisable not to keep plants in the building parapet. When watering religious plants please see that excess water from the plant pots do not spill over spoiling the building facade by keeping a plate.
8. All flat owners to ensure that workers (domestic help, civil, plumber, electricians, etc.), employed by them have proper identity proofs and make sure that a copy of the same is deposited with the society.
9. **Fire Safety rules stipulate that the building telephone and electric duct, building corridor and staircases should be free of all material at all times. Materials stored in the above-stipulated spaces are potential hazard during emergence evacuation and accidents. Kindly remove shoe racks, spread out shoes, and all unwanted materials from the above-mentioned places. Please note that the society housekeeping will intermittently dispose off the materials if found. Society will not entertain any missing item complaints later and will individually bill, any penalty imposed by the fire inspector on the society to the owner member.**
10. Members who have rented their flat have to ensure that their tenants have completed their police verification at the local police station before occupying the flat premises. A copy of the leave and licence agreement along with a copy of the police verification certificate should be submitted to the society for records. **We request flat owners not to hand over their flat keys to their prospective tenants before completing this mandatory requirement. We advice members to instruct their prospective tenants, to observe all necessary legal, moral and social laws when they are residing in the society premises. The society is not responsible for any problem the owner will encounter from the local police (on direct complaint from any resident member) in case the owner and their tenant do not follow this mandatory requirement.**
11. We request members owning pets to officially obtain permission from the Municipal Corporation and submit a copy of the certificate to the society for records.

Signed
Hon. Chairman

Signed
Hon. Secretary

Signed
Hon. Treasurer