

# **WELCOME TO EJERFORENINGEN UNIVERSITETSHAVEN VEST**



**Tom Kristensens Vej 40, 42 and 44**

January 2019

Ejerforeningen (The Owners' Association) applies to three stairwells: Tom Kristensens Vej 40, 42 and 44, all in all 42 flats.

Bestyrelsen (The Board of the Owners' Association) has five members, with the annual general meeting taking place in early spring. Only owners, not tenants, can participate in this meeting. Individual letters will invite all owners to the meeting.

The website is where you will find the regulations and house rules of Ejerforeningen, as well as minutes from the general meetings, etc.

You can sign up via the homepage in order to be automatically informed about any news. Important news will also be announced on the notice-boards in the foyers.

All enquiries to and contact with Bestyrelsen must be addressed to this mail address:

[bestyrelsen@universitetshaven-vest.dk](mailto:bestyrelsen@universitetshaven-vest.dk)

There is also a closed Facebook-group, through which contact may be made quickly and easily with other residents:

<https://www.facebook.com/groups/uhest>

## **The Regulations of the Association**

The regulations are the legal constitution of Ejerforeningen.

The regulations stipulate how Ejerforeningen operates in respect of the annual general meeting and Bestyrelsen, etc. Not least, they lay down the rights and the obligations of Ejerforeningen as well as those of the individual owners of the flats.

This explains the importance of why all owners should familiarize themselves with the regulations, including the owners' obligations as regards e.g. the maintenance of the flats and their equipment (see § 14).

## **House Rules**

The point of the House Rules is to ensure good neighbourliness and that our property remains an attractive place to live. Thus, they contain a number of concrete regulations about various topics to achieve the said aim.

All regulations are important and must be observed by all residents. Still, we particularly wish to call attention to the rules about noise since noise is known to cause bad relations among neighbours. The House Rules stipulate the following:

*In general, noisy activities must be curbed as much as possible and entirely avoided between 11 p.m. and 7 a.m.*

*Drills and other noisy tools may be used only on weekdays between 8 a.m. and 8 p.m. and in weekends between 10 a.m. and 6 p.m.*

*Parties and other noisy social events must be announced on the notice-boards in the foyers, at least two days before.*

Bestyrelsen is entitled to make minor alterations to the House Rules. Major changes, however, can only be brought about by a decision reached at a general meeting.

You will find the House Rules on the homepage. The current rules date from April 2013.

### **The Rubbish Chute**

You'll find the rubbish chute on your storey outside your front door. The chute is connected to a suction system, which is why the proper use is vital:

**All residual waste must be tied up in bags not exceeding 15 litres.**

Approved 15-litre waste bags will be distributed by Bestyrelsen. In case you receive too many or too few bags, please inform Bestyrelsen.

Residual waste that needs special handling:

- Pizza boxes: Wet the box and cut it up in pieces small enough to go into a 15-litre rubbish bag and then into the chute
- Styrofoam/polystyrene: Cut it up in pieces small enough to go into a 15-litre bag and then into the chute
- Glass must go into the glass container west of no 44, by Radiorækkerne next to the Metro
- No glass, bottles, papers, hazardous waste, building material and refuse, soil or long objects can be dumped in the chute. This could damage the chute and the refuse system and cause expensive repair, with costs to be shared by all residents.

### **Recycling Room (below number 42)**

You'll find the entrance to the recycling room in the space for bicycles, between numbers 40 and 42.

In this room there are separate wheelie bins for paper, cardboard, metal, plastic, electronic waste, batteries and bio waste:

- Cardboard must be flattened or pressed together before drop-off
- Styrofoam may NOT be dropped off here (see above under *The Rubbish Chute*). Drop it off at one of the municipal recycling centres, or await the arrival of a container for bulky waste (announced in advance on the notice-boards)
- Bio waste: Further information available here: <https://www.kk.dk/artikel/sortering-af-bioaffald>  
Designated green biodegradable bags for bio waste can be ordered her: <https://www.kk.dk/bioposer>

We would emphasize the importance that *everyone* pre-sorts waste and rubbish for recycling correctly, e.g. greasy pizza boxes, milk and juice cartons will ‘contaminate’ other cardboard and paper, which cannot then be recycled.

The bins for cardboard, plastic and bio waste are emptied weekly. The bins for paper, electronic waste and metal are emptied every two weeks.

**In case a bin happens to be full, don't leave your waste in the recycling room!  
Take it back and try your luck later that week.**

The municipal recycling centre closest to here is at 2-4, Herjedalgade, 2300.

When in doubt concerning waste and recycling: Ask Bestyrelsen or consult: [www.kk.dk/affald](http://www.kk.dk/affald)

### **Bulky Waste**

At regular intervals (4 to 6 times annually, announced on the notice-boards) we have access to a container for bulky waste – together with Radiorækkerne and AB Universitetshaven (numbers 34, 36 and 38).

Building material and DIY materials, however, must be handed in at a municipal recycling centre.

### **Readings of the Electricity Meter**

The electricity meters are found in the room behind the recycling room. They are read electronically, and so you will not need to do this yourself; however, if you so wish, you can check up on your consumption of electricity.

## **Water Meter and Water Damage Alarm**

The water meter is placed differently in the various types of flats. Annually, you'll need to give access for Clorius, the meter inspector, to read it. This will be announced on the notice-boards.

If in doubt where the water meter is placed in your flat, you may ask Bestyrelsen.

Please, note that on the floor by the water meter there will be a leaked water damage alarm, which will be activated by water. A beep-sound will let you know when the battery needs to be replaced.

Some flats will have two water alarms; one by the water meter, another behind an inspection hatch placed in the bathroom.

Again: If in doubt, ask Bestyrelsen any time.

## **Smoke Detector**

All flats have a mandatory smoke detector, which runs on 220 Volt AC. It has an additional battery in case of a power breakdown. When the battery is running low, the smoke detector will emit a piercing shrill.

## **Byparken (the Common) and Gårdlauget (the Yard Company)**

Byparken is the green area with a playing field and a playhouse, above the underground car park. We own Byparken jointly with Ejerforeningen Universitetshaven Øst (Tom Kristensens Vej 20-30) and AB Universitetshaven (Tom Kristensens Vej 34-38).

Here you'll find tables, benches and a grill for common usage. There's a bucket by the grill to be used only for ashes.

Gårdlauget is managed by the three associations mentioned above and is in charge of Byparken and other joint space, including snow clearing of our roads and walkways.

Make sure to leave Byparken in the state you wish to find it!

## **Parking**

Parking is permitted on the fire lane along the south side of the building, with a time limit of 15 minutes. Remember to set your parking-disc as parking attendants will patrol the area.

There is an underground car park with 91 spaces below Byparken, run by the co-operative Parkeringsforeningen Universitetshaven. See [www.p-uni.dk](http://www.p-uni.dk)

In case you wish to buy or rent a space, keep an eye on the notice-board.

Unfortunately, we do not have – nor shall we have – any kind of guest parking at our disposal.

### **Joint Workday**

Once a year there will be a joint workday when we do minor mending, maintenance, upkeep and clean-up in the common areas. At the end of the workday there will be an informal get-together.

### **Who is DEAS?**

DEAS is the property administrator. Questions concerning payment, charges etc. may be directed to:

Ulla Madsen, tph: 3946 6439, or via e-mail: [uma@deas.dk](mailto:uma@deas.dk)

### **Insurance**

The insurances concerning the property are managed by Assurance Partner A/S. Our customer number is: E004249.

In case of any emergencies (e.g. a burst pipe), please contact Bestyrelsen as quickly as possible, who will then get hold of the necessary workman and/or service trade.

The insurance primarily covers the needs of the property, but also certain damages to individual flats, such as: window panes, lavatory bowls, washbasins and cooking facilities (glass ceramics as well as induction).

If you think damage is entitled to insurance coverage, call tph. 3325 2010 or you can notify it here: <http://assurancepartner.dk/anmeld-skade>

### **Internet Connection**

The choice of Internet service provider is individual. Ejerforeningen, however, has an agreement with Dansk Kabel TV: <https://www.danskkabeltv.dk/>

## **TV**

All flats are connected with Yousee where you can choose different programme packages. Ejerforeningen has a discounted agreement with Yousee; check the options on <https://yousee.dk/>

## **Name Plates on the Entry Phone and the Letter Box**

To change the name plates, please send an email to Bestyrelsen with the designated names. An update will follow within approximately one month. You are responsible for the name plate by your own front door.

## **Main Entrance Key**

The key for the main entrance is a so-called 'system key', which means it will give access to all three staircases (numbers 40, 42 and 44), the container room, the meter room, depot departments and your personal depot, your personal letter box and your own front door.

New keys will require the use of a personal key card, which is unique for your flat, and which is transferred by a seller to the purchaser of a flat. A locksmith will need the information on the card to make new keys.

In case you lose your key card, contact Sanistål for a new one: Tph. 9630 6000 or via email: [sikring@sanistaal.dk](mailto:sikring@sanistaal.dk)

## **Electric Drill**

Drilling in concrete walls requires a particular power drill.

Ejerforeningen has such a drill at your disposal. Contact Bestyrelsen to borrow it.