vereniging van eigenaren de Florijn 1063 MH Amsterdam

House Rules

Of the Owners' Association of building 'De Florijn' in Amsterdam as established at the time of the division into apartment rights on 16-12-1998.

Last amendments in the General meeting May 2026.

These rules incorporate all applicable provisions listed in the main division of: Plein '40-'45 in Amsterdam Geuzenveld/Slotermeer, and serve as a supplement to the model rules for division into apartment rights and the sub-division of the main apartment right A4 73 Dwellings in the project 'De Florijn' in Amsterdam.

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Article 1. Introduction

a) Every owner, resident, user and/or family member is expected to have read, to be familiar with, and to carefully comply with the Standard Regulations and the following rules.
b) Upon purchase or occupation of their private area, the owner receives a copy of these house rules. Owners, residents, users and/or family members are expected to know the contents of the house rules and to comply with them carefully.
c) Where these rules refer to "owner," this also includes the user(s)/resident(s) unless the text indicates otherwise.

Article 2. Common Areas

a) Common areas are those parts of the buildings and the associated land which, according to the Deed of Division, are not designated to be used as a separate unit.
b) The following is **not permitted** in the common areas:

1. Placing and/or keeping bicycles, folding bicycles, mopeds, scooters, push scooters, tricycles, shopping trolleys, prams, toys, umbrellas or similar objects, as well as rubbish bags/containers and the like.
2. Storing, using or repairing drills, tools or other equipment that may cause nuisance through noise, vibration or odour, except when carrying out work on those same common areas; transporting or parking mopeds and motorbikes with running engines in the designated area.
3. Installing decorative items such as paintings, posters, stickers, pots and plants, or otherwise making alterations, unless with the board's permission. Mopeds and motorbikes may only be kept on the premises with the engine switched off, in designated spaces such as the bicycle shed/storage units.
4. Leaving animals unattended.
5. Allowing children to play, play football, rollerskate, etc.; parents are responsible — insofar as legally required — for ensuring their children comply with the provisions of this and previous paragraphs.
6. Drawing energy from the common energy supply, except for work relating to those common areas, such as maintenance and cleaning. The electricity supply in the storage corridors is an exception and may temporarily be used for a short period for domestic purposes.Residents whose apartment is located on a lift landing may only place a doormat of maximum 65 x 100 cm in front of their door on the lift landing. This mat must be taken inside on the day the cleaners come.

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c) The owner must refrain from soiling or causing the soiling of the common areas. Should such an area nonetheless be soiled, the relevant owner must clean it immediately at their own expense. If the owner fails to do so, the board may instruct a third party to carry out the cleaning. The associated costs will be charged to the negligent owner.

d) Name plates and numbers on letterboxes, the intercom panel and the entrance doors to the dwelling must be uniform. Name plates will be provided by the board. You must notify the board in writing of any new or changed details. Contrary to what is stated in the main deed of division, it is permitted to attach a name plate of maximum 35 x 25 cm to the exterior wall, on the gallery side, of one's own apartment, for example when running a home-based business. It is prohibited to attach name plates, advertising signs, etc. to the front and sides of the building.

e) Lifts may not be loaded beyond the indicated weight or number of persons. Damage resulting from a violation of this provision will be recovered jointly from those who were in the lift at the time of the violation or who otherwise caused the excess weight.

f) Smoking is prohibited in lifts as well as in all common areas.

g) Owners are prohibited from disconnecting, opening, switching on or off any communal equipment. Any complaints must be reported to the board. Any resulting damage is the responsibility of the person who caused it. Post, newspapers, unwanted advertising material and the like deposited in the designated post boxes must be taken by the relevant owner/user to their private area, or deposited in the paper containers in the waste storage room, and must not be left in the common areas.

h) Household waste may only be deposited in the designated containers outside the building, in well-sealed plastic bags. Owners must contact the municipality themselves to arrange the collection of bulky waste, and must put it out on collection days at the location designated by the Geuzenveld/Slotermeer district. Glass and paper must be deposited by the owner at the designated locations. Small and large hazardous waste (formerly called small chemical waste) and similar items must be handed in at the district's waste sorting centre. All of the above items — except paper, for which separate paper containers are available — must absolutely not be placed in the waste storage room. The municipal waste collection service is not authorised to take these items. Their removal incurs additional costs which will be recovered from the person responsible. For further information, please refer to the district guide.

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i) The use of the building by owners and visitors must be such that the personal interests of each member of the association are served in a responsible manner. This means that every owner is obliged to respect the privacy of fellow owners.

j) It is not permitted to access the roof or to grant others access to the roof, except for work commissioned by the board. Every resident is jointly liable for the consequences of failing to properly close the exterior doors. This is for the safety of yourself and others in De Florijn building.

k) Every resident must prevent unauthorised persons from entering the building, and must exercise caution when providing keys to third parties.

Article 3. Noise Nuisance

a) The owner is obliged, while residing in and using their dwelling, the balcony and the common areas, to maintain appropriate quiet and not to cause noise nuisance. This includes, among other things, singing and use of musical instruments and audio equipment, hosting parties, and slamming entrance doors and storage unit doors.
b) All activities that cause nuisance such as drilling, hammering, etc. are only permitted at the following times:

Weekdays: 08:00 to 20:00
Saturday: 10:00 to 18:00
Sundays and public holidays: 12:00 to 18:00

c) Standards for hard flooring

In addition to Article 17, paragraph 5 of the Deed of Division Regulations, board approval is required for the installation or replacement of hard floor coverings. The board will only grant this approval if the flooring supplier demonstrates in advance that measures are taken so that, during use, no more noise is produced than with soft floor coverings. This is considered to be the case if the method of installation achieves a sound insulation improvement of at least 10 dB ΔLlin.

The improvement must be assessed in accordance with the European standard (TÜV Rheinland certification) NEN-EN-ISO 10140 parts 1–5 and NEN-EN-ISO 717-2, and expressed as an improvement in the impact sound insulation index (Ico) achieved by laying the relevant floor covering on a concrete floor. If these requirements are not met, the owner must have the floor removed.

Upon receipt by the board of written complaints citing noise nuisance, a sound measurement must take place. This measurement is commissioned by the association.

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Costs incurred will be recovered from the party found to be at fault, based on the insulation standard mentioned above. The owner of the hard flooring will incur a fine of €450.00 per day, calculated from 14 days after they have been notified in writing by the board that the floor must be removed, for every day the floor remains in place.

If hard flooring is installed without any permission having been requested, the relevant owner will incur a fine of €900.00 per day, starting on the day the installation of the floor covering begins and ending on the day it is removed. The board is authorised to collect the fine.

Article 4. Sale of Apartments

a) Every owner must inform any prospective buyer or resident of the contents of the house rules, model regulations, and the main and sub-division regulations before the purchase agreement is signed.

Article 5. Moving, Renovations and General Use of Common Areas

a) Prior consultation with the board is required before any move and/or renovation. The provisions of Article 3, paragraph (b) of these rules must be observed.

b) During moves and/or renovations, the lift must be properly protected to prevent damage. The board reserves the right, in the case of a renovation, to require that building materials, waste, etc. be transported via the exterior rather than through the common areas and lifts. The board may require that household contents be moved exclusively via the exterior, if necessary using a cherry picker. In its assessment, the board must take into account reasonableness in relation to costs.

c) Without prejudice to what is already stipulated in the deed of division and the regulations, renovations by the owner/user of private areas are only permitted after the necessary drawings and documents have been submitted to the board of the association, and after written permission has been obtained from the board. The board is entitled to seek structural technical advice in advance, at the applicant's expense.
d) Renovation work within/to an apartment must be limited to a period of 30 workable days per 12 months, calculated from the start of the renovation, in compliance with the permitted hours for work causing noise nuisance (plastering, painting and wallpapering are excluded from this). If it becomes apparent that the 30-workable-

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day limit will need to be exceeded, prior approval from the board is required. The board undertakes to consult with other interested owners via the notice board before granting permission.

e) The owner who has commissioned a renovation or is personally renovating their apartment is liable for any damage caused to common areas. They must remedy such damage at the first request of the board, to the association's satisfaction, or pay the costs of repair already incurred by the association.

f) The owner who has commissioned a renovation or is personally renovating their apartment is liable for any damage caused to another apartment. They must compensate the relevant owner for such damage at the first request of the board.

g) Costs arising from cleaning and/or repair work for damage to common areas caused by renovations and/or moves are the responsibility of the relevant owner.

h) The installation of air conditioning units for all apartment types on the 2nd through 7th floors is permitted, provided the following requirements are met:

1. The owner must consult with the board in advance regarding the planning of the work and the specifications of the air conditioning unit(s), including the maximum sound level of the outdoor unit and the location on the balcony where it will be placed. The owner signs to confirm agreement with these conditions.
2. The installation of an air conditioning unit must be carried out by a certified installer.
3. The mounting of an air conditioning unit and the structural provisions for air discharge must be properly executed using sound materials. The installation must be in good technical condition, in accordance with applicable requirements and guidelines (including those of the municipality, energy company, fire service and insurance company), and must not pose any hazard.
4. An outdoor air conditioning unit and its use must not in any way cause nuisance or noise disturbance for neighbouring residents. The maximum permitted sound level is 40 dB, in accordance with the amendments to the Building Decree that came into force on 1 January 2021. In the event of nuisance to neighbours, the owner must take additional measures at their own expense to prevent it. A calculation must be submitted with the application in advance to establish the correct distances and maximum sound level of the outdoor unit in accordance with the assessment method set out in the Building Decree.
5. Owners of apartments on the 7th floor are permitted to place the outdoor unit of an air conditioner on the roof of the apartment complex. The outdoor unit

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may not be fixed to the roof and must be placed on vibration-dampening material.

6. A roof penetration may be made by a roofing company assigned by the board. Bitumen rosettes must also be installed in order to maintain the warranty on the roof covering. All resulting costs are the responsibility of the owner.
7. The outdoor unit of an air conditioner may be placed on the balcony floor. The outdoor unit must be placed on vibration-dampening material. Under no circumstances may a unit be mounted on the facade or fixed to the balcony floor. The outdoor unit may only be placed on the balcony in a position as far as possible from the dividing wall of the nearest neighbour, to minimise noise nuisance.
8. The hole through the exterior wall to the balcony through which the pipes run must not extend above the height of the balcony slabs, ensuring the pipes are not visible from the outside.
9. The drill hole is drilled from the outside at an upward angle to prevent rainwater from seeping in.
10. A hole may only be drilled at the location of the balcony and never outside the balcony area — it must always be out of sight.
11. Condensation water from the indoor unit may only be discharged via the drain on the balcony.
12. If an owner needs to have a drill hole made in an internal floor in the case of a maisonette, board approval is always required. It is of great importance to ensure that no (water) pipes are affected. The work must be carried out by a certified concrete drilling company.
13. If the installation work causes damage, the costs are the responsibility of the owner.
14. The owner is responsible for the maintenance of the air conditioning unit and the associated roof penetration, as well as the related costs.
15. If the air conditioning unit needs to be (temporarily) removed from the roof or balcony for maintenance or renovation work, the owner is obliged to cooperate, and any associated costs are the owner's responsibility.

Article 6. Private Areas

a) The owner is required to use the dwelling in accordance with its intended purpose and to conduct themselves in accordance with the provisions of the deed of division, the model regulations, the main division regulations and these rules.
b) An owner may allow another person to use their private area, including the common areas and/or common property and rights. This is only permitted if the owner ensures that the other person receives it after signing and submitting to the board a declaration — prepared in duplicate and dated — stating that they will

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comply with the provisions of the house rules, as well as any rules referred to in Article 5:128 of the Dutch Civil Code, insofar as these apply to a user. Both the user and the board retain a copy of this declaration. The declaration also covers decisions and provisions adopted after the date of the declaration, unless invoking those decisions and provisions against the user would be contrary to reasonableness and fairness. Holiday rentals and, in general, rentals of less than one month are not permitted. Longer-term rentals are permitted, provided the above conditions are met. Family exchanges are permitted and are not subject to these restrictions.

c) The owner is required to ensure that their apartment is not occupied by more persons than is considered acceptable according to generally accepted standards.

d) It is prohibited to carry out activities in private areas and storage spaces, or to store hazardous and/or malodorous substances, that may cause nuisance or danger to other residents.

e) When an owner's apartment will be unoccupied for an extended period, they are required to provide the board with the telephone number of the person holding the spare key, so that in their absence the private area can be accessed by the board or an authorised representative in the presence of a witness, enabling appropriate measures to be taken in the event of an emergency affecting the building or other private areas. In the event of a calamity where the key contact address is not known to the board, all costs and repair work will be charged to the relevant owner.

f) Every owner/user is prohibited from having or installing an external antenna, dish or satellite receiver. Owners/users may only use coaxial cables and connections or amplifiers approved by the cable operator, so as not to cause interference with their connection. Each apartment is equipped with its own cable connection. Interference caused by non-prescribed connections and/or repairs carried out by unauthorised persons is the responsibility of the relevant apartment owner(s). If you wish to install a dish on the roof, you must first apply for written permission from the board. All related costs are the responsibility of the applicant.

g) The owners' association has taken out glass insurance for the light-transmitting windows on the exterior of the apartments. In the event of glass breakage, you must arrange for a replacement window yourself. The window glass type is "Thermobiet HR 1.5". The invoice must be made out in the name of VVE Gebouw De Florijn and submitted to the board of the association, which will arrange payment. The breakage can also be reported to the insurer via the board, who will handle further processing. In the event of breakage of the toughened glass panes, please contact the board. Windows in the common areas are managed by the

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board.

h) Only a motorless extractor hood may be connected to the ventilation system in the kitchen.

i) Owners are permitted to install a screen door on the facade adjacent to the balcony. In the case of a permanent screen door mounted on the facade, the screen box and other components attached to the window frames must be painted in RAL colour 1034. A non-permanent screen door is not subject to colour requirements. For fly screens and similar items on the exterior of windows, a building permit application must be submitted to the district authority. If a permit is granted, the components attached to the window frames must always be painted in the RAL colour of the frame to which the screen is attached.

j) As the structural design of the building does not permit it, permanent external sun shading may not be attached to the exterior of the building.

k) The complex is equipped with certified locks. Residents undertake to handle the keys to the common areas with care so as to keep unauthorised persons out of the complex. Keys may only be ordered by the board of the owners' association, which holds the key certificate. Owners may request keys from the board. Keys are only issued upon presentation of a valid identity document, and the issue is recorded in a register. Keys are provided at cost price.

l) In the event of leaks, the board will request a plumbing company to determine the cause. If the cause is due to negligence or the actions of the residents of the apartment, the costs incurred will be charged to the owner of the relevant apartment.

Article 7. Balconies

a) Barbecuing on balconies is not permitted, with the exception of gas or electric barbecues.

b) Laundry, blankets, etc. may not be hung on balconies in a way that makes them clearly visible from outside. Smaller, so-called drying racks below balcony height are permitted on balconies. These racks may not be hung on the outside of the balconies but must be placed as close to the building as possible.

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c) Flower boxes must be placed/attached on the inside of the balcony (see also the model regulations).

d) The type of flower boxes that hang on both sides of the balcony railing (so-called saddle flower boxes) are permitted, provided they are properly secured. This is permitted from May through September. Outside this period, the owner must remove these flower boxes.

e) Beating or shaking rugs, runners, mats, tablecloths and the like outside balconies or windows is not permitted.

f) Cleaning balcony windows situated outside the balustrade is not permitted if this may cause nuisance to other owners.

g) The owner is required to clean their balcony in such a way that no blockages can occur in the drainage. Damage to apartments below will be recovered from the owner who caused it.

Article 8. (House)pets

a) Residents may only keep pets that can be housed within the dwelling. Keeping or having pigeons, chickens, rabbits, rats and mice, reptiles, spiders, snakes and other exotic animals, and building outdoor aviaries are not permitted. Owners of pets must ensure that their animals do not cause nuisance to fellow residents in any way, including in particular:
   - Dogs that bark, whether day or night, at the slightest provocation.
   - Failing to regularly maintain/care for the living environment of dogs or cats, resulting in fleas, smelly litter boxes, etc.

   Dogs, cats and similar animals must not soil the building, the balconies or the car park. They must be kept on a lead in the common areas. Excrement must be removed by the animal's owner.

b) Bread, food and similar items must not be thrown outside. Placing food bowls or scattering loose feed on balconies and car parks is also not permitted.

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Article 9. Costs

a) Costs or compensation for damages that are, pursuant to these rules or otherwise, the responsibility of the owner must be paid by the owner together with the next monthly advance contribution to the association.

b) If an owner is in default, they will owe interest, without further notice of default, equal to the statutory interest rate plus 2%.

c) If an owner fails to pay their advance contribution and/or shortfall on the operating account to the association on time or at all, the administrator — after a reminder and/or notice of default — is authorised to take legal action. Collection costs are the responsibility of the relevant owner and are set at a minimum of 15% of the amount claimed.

d) In the event of a violation or non-compliance with the rules laid down in the deed of division or these house rules, the provisions of Article 29 of the deed of division will apply. Specifically, this means:

- If the owner fails to comply with the board's request within one month of the date of the letter, a fine of at least €100.00 will be imposed, and in accordance with the deed of division, a maximum of 24 times the monthly contribution.
- The fine is imposed for every day the violation continues.
- The board is authorised, depending on the seriousness of the violation, to determine the amount of the fine, provided it falls within the range of €100.00 and 24 times the monthly contribution; it is also authorised to adjust the frequency to a minimum of once per week that a violation continues.
- The fine is payable to the association.

An alternative fine arrangement has been established with regard to Article 3, paragraph (c) of these rules.

Article 10. Complaints

a) Complaints and notifications of repair work — such as broken lights, doors that won't close, etc. — must be submitted in writing to the board or deposited in the designated letterbox addressed to the responsible committee. It is also possible to submit complaints and notifications by email at bestuur@vvedeflorijn.nl.

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Article 11. The Board and House Rules

a) In addition to the tasks assigned by the standard regulations, the board is also responsible for overseeing compliance with these house rules.

Article 12.

a) In all cases not covered by these house rules or the main division, sub-division and model regulations, the owners' meeting shall decide.

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