

ALLIANCE ORCHID SPRINGS FLAT OWNERS ASSOCIATION

Guidelines to Owners and residents

It is essential that we make the best use of facilities available and follow certain expected conduct to ensure that all residents are comfortable and proud of their blocks as well as Alliance Orchid Springs as a whole. It is also essential that good conduct by elders and proper direction to children would direct children to come up as good citizens of the country.

Some of the Dos and Don'ts are circulated herein to bring awareness among residents to take adequate care to ensure best neighbourly relations and sustain the facilities without damage as well as ensure safety and comfort of all residents to the best extent possible.

Please read the guidelines and adhere to make community living better for all of us. To the extent possible, owners should incorporate these guidelines as part of the agreement with the tenant requiring the tenant to follow these guidelines strictly.



Dos

- When you rent your flat do rent to a family as far as possible to ensure that your co owners do not have difficulties on account of occupants of your flat.
- Know your neighbors and remain helpful to each other as well as show mutual care and concern. Community living involves adjustment and care for each other's interests and requirements as far as possible
- Do keep the environment clean and dispose wastes only through housekeeping. Please ensure pest control in your flat so that pests generated in your flat do not disturb your neighbors.
- Use Common spaces in such a manner that it permits easy movement and does not endanger safety
- Do teach children to ensure use of lift and common spaces with care
- Do register any maintenance complaints if any in the register in the maintenance office and note down the date of complain.
- Co operate with your floor representatives
- We need to be participative in all common fora. Please attend meetings without fail when called for. Collectively , we will make our lives better.
- Please join the celebrations in the Block as well as the Complex with fraternal feeling and concern.

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Don'ts

- **Do not keep waste outside in the common space. Similarly do not throw waste matter in the toilet or drains. It would clog the toilet and result in seepages etc and inconvenience all. More than cleaning, it is important that we do not dirty the environment where we live in .**
- **Keep common areas and the passage neat and clean. Don't throw cigarette butts, waste etc from the balcony or otherwise on common areas . It could hurt others and also is not good civic behaviour.**
- **Don't ever reverse the direction of the lift using the Door hold button. Some one waiting may have urgent work and could get inconvenienced. Do unto others what you would like others do unto you.**
- **Do not keep chappals /Bicycles outside on the passage as far as possible. If it is not possible to keep it inside your flat, please keep it without giving a shabby look and affecting the general look of the building and without endangering safety and movement . It would bring down the value of the flat for the owners and also inconvenience others. Respect common interests.**
- **Don't ride your motorbike or cycle on the lift lobby. It could damage the floor and it would be difficult to get them replaced. Park them only in assigned spaces . A little bit of inconvenience would save the property from being damaged affecting the interests of the owners and other residents.**
- **Don't over speed while driving your four wheeler or riding two wheeler within the complex and otherwise and observe the speed limit of 10 kms within the complex, as otherwise, it could endanger the safety of senior citizens and small children.**
- **Please do not smoke in common spaces and balcony as neighbours could be allergic to the smoke smell.**
- **Ensure that drinking of alcohol at home does not inconvenience your neighbours in any manner.**
- **Don't keep music or make sounds at very high volumes from your flat which has the potential to disturb others.**
- **Don't do any civil work at home without permission from maintenance group and keep TV antenna in balcony as it emits radiation which is harmful for others. Subscribe to TV through the appropriate agencies available only.**