

HOUSE RULES AND REGULATIONS

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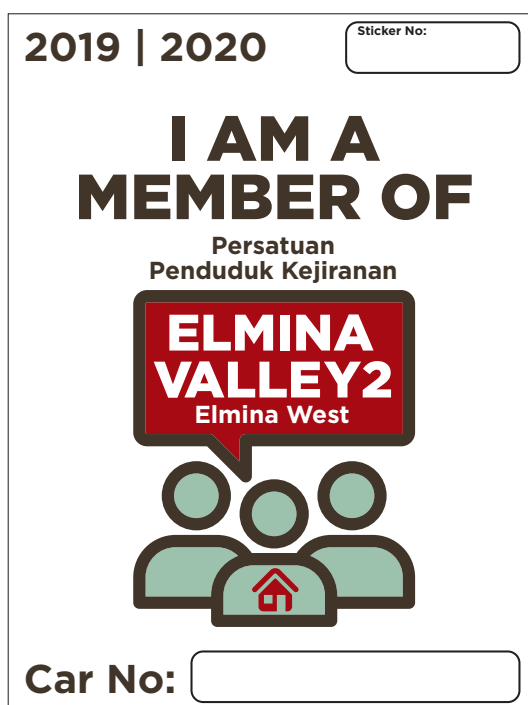
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GENERAL

- 1.** The Residents Association (RA) will act as the overall governing body concerning all security and operational matters including managing of all security guards, to ensure a harmonious, wellbeing and sustainable EV2 residential community.
- 2.** The Standard Operating Procedures (SOP) will be the handbook on which the security guards will discharge their duties; with the mandate passed at the AGM and managed and enforced by the Management Committee/Ahli Jawatan Kuasa (AJK) of the RA.
- 3.** All complaints by individual residents against any arising matters concerning the House Rules will be managed collectively by the AJK with the security and operations teams.
- 4.** Individual residents are required to submit all complaints and grouses at the RA letterbox placed at the Guard House and not handle the matter unilaterally.
- 5.** Residents must extend cooperation to security guards as they discharge their daily duties.
- 6.** All resident and visitors must cooperate and comply with the security guards at all times.
- 7.** The same rule applies to all visitors and they must adhere to the instructions of the security guards when in EV2 neighbourhood.

ENTRY & EXIT AT GUARD HOUSE

- 1.** Vehicles not belonging to EV2 are prohibited from parking inside EV2.
- 2.** All vehicles – based on the limit of cars allowed per home – must register their vehicles (cars, bikes, MPV, SUV, pick-up trucks etc) with the RA and will be provided with limited set of stickers.
- 3.** Only owners displaying vehicle stickers and access cards (limited to 4pcs per home) will be allowed unhindered access into EV2 neighbourhood.
- 4.** Entry is strictly for residents' vehicles with Elmina Valley 2 ("EV2") windscreen stickers only.
- 5.** All residents will be given 4 stickers each; 3 for vehicles and 1 to be placed at house to indicate security cover.
- 8.** Those not living permanently in EV2 (even though in other parts of Elmina) i.e. relatives, cousins, parents etc will be prohibited from parking in EV2.
- 9.** New vehicle number plates must be updated in the car sticker.
- 10.** Vehicles without exclusive EV2 stickers, drivers must park at visitor's lane to register their details in visitor's log book at Guard House before entering.
- 11.** The same rule applies to contractors' vehicles.
- 12.** Residents must inform Guard House in advance if they are expecting visitors.
- 13.** Residents who have summoned e-hailing vehicles or taxis must inform Guard House.



- 6.** Additional 5th stickers will be charged a fixed sum to manage the amount of vehicles parked inside EV2 cars. (max of 4 cars).
- 7.** Each house will only be allowed a maximum 4 vehicles which must be parked within house roof-line.
- 14.** All adult occupants of visiting vehicles including contractors must register individually upon entering and be verified again upon exiting the checkpoint.
- 15.** Vehicles exiting the checkpoint will be subjected to trunk checks prior to exiting. The same applies to contractors' vehicles.
- 16.** All vehicles are subject to a speed limit of < 30km/h within EV2 neighbourhood.
- 17.** Drivers must always be wary of pedestrians, cyclist, people on wheelchairs and children playing along the roads.

COMMERCIAL PREMISES (NURSERY/KINDERGARTEN/ DAY CARE CENTRES)

- 1.** All commercial premises must be registered with RA.
- 2.** Parents from outside EV2 must have their cars registered with RA.
- 3.** Drop-offs must be completed within 15 minutes as no EV2 car stickers or access cards will be issued to external drop-off cars.
- 4.** Non-EV2 parents are not allowed to leverage these business premises to stay back after pick-up to park cars inside EV2 and conveniently access the park.
- 5.** Private homes cannot be converted to mini-workshops of any kind (metal/carpentry works, car repair/service, goods storage, multi-level marketing bases, food-truck storage, or for any commercial business of any kind).

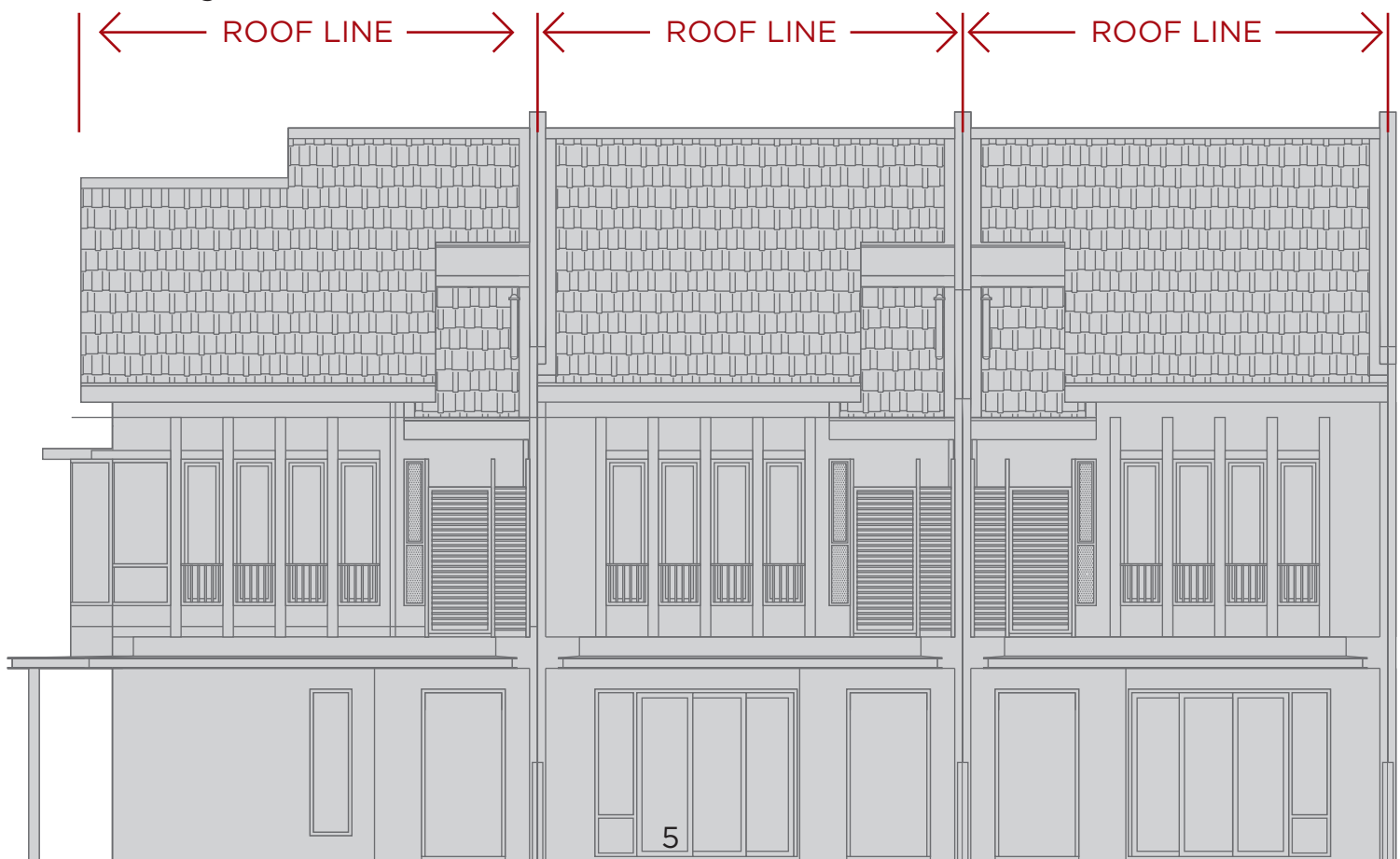
PAYMENT DEFAULTERS

- 1.** Monthly payment defaulters exceeding 2 months in arrears will have the membership automatically ceased.
- 2.** ALL their access cards will also be barred as a result of the 2 months arears.
- 3.** Once access cards are barred, there will be a rejoining fee imposed. The RA reserves the right to impose penalty and the amount payable to be determined based on payment record i.e. repeat offenders.
- 4.** Member who in default of their monthly fees exceeding 2 months in arrears will have their rights and benefits accorded to the members ceased automatically. A reminder will be sent to the defaulter.

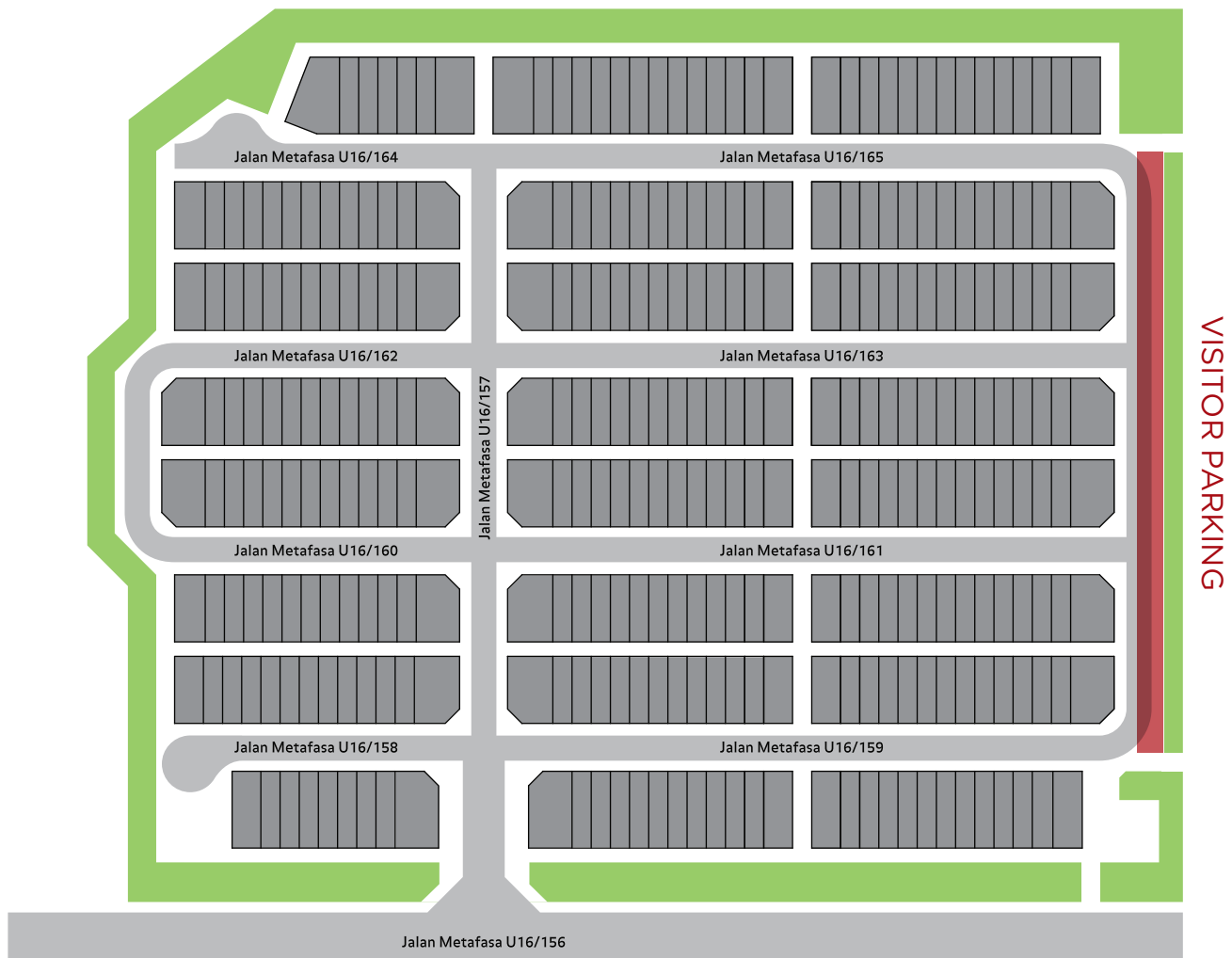
PARKING

- 1.** Residents' owned commercial vehicles such as lorries, busses, trucks, are prohibited from parking inside EV2 compound; due to possible damage to curbs and roads. Residents must park vehicles next to Guard House.
- 2.** No parking on
 - a.** **empty driveways fitted with bollards***
 - b.** **empty driveways next to corner and end lots**
 - c.** **back alleys**
 - d.** **lawn**
 - e.** **drain covers**
 - f.** **next fire hydrants**
 - g.** **near street junctions (avoid visibility obstructions of oncoming vehicles; blind spots)**
 - h.** **road shoulders****
- 3.** All cars must be parked according to **ROOF LINE PARKING**; No parking across neighbors' roof line.
- 4.** Residents hosting functions at home must provide details of expected guests including guest's names and car registration numbers to Guard House prior:
 - a.** **Only limited number based on available parking bays at visitors parking area**
 - b.** **Visitors can drop of guest at hosts house but must park at visitors parking bays**
 - c.** **Double-parking is also not allowed**
 - d.** **No parking on lawn/road allowed**

**these areas must be kept clear at all times for maintenance vehicles' entry and exit.*



- 5.** All visitors must park cars at designated visitor parking bays; PARALELL parking orientation. Visitor parking will be allocated alongside Jalan Metafasa 159/165.



- 6.** Cars must be moved immediately when advised or instructed by security guards.
- 7.** Etiquette, good manners, civic mindedness and common sense are the main ingredients in avoiding parking disputes with all neighbours.
- 8.** It is an offence under Section 48(1) of the Road Transport Act 1987 (RTA 1987) to park vehicles haphazardly on the road shoulders in a way that can cause an inconvenience or obstruct other users of the road. Violators are punishable with a fine and conviction.
- 9.** Section 48(2) of the RTA 1987 allows police officers, road transport officers or any appropriate authority to clamp the car that is parked in an obstructive manner or even tow it away to another location entirely.

PETS

- 1.** All pets must be kept indoors/within home compound; owners **MUST** ensure their pet, i.e.: dogs or cats do not leave their home premises without their owners.
- 2.** Do not leave your pet unattended, or allow it to roam freely outside.
- 3.** Do not let your pet defecate or urinate indiscriminately at your neighbors' property, plants and vehicles. This is especially of cats who mark their faeces spot. Affected neighbours will be allowed make a complaint and owner has to ensure of no repeat by owner's pet.
- 4.** Pet owners must take the necessary measures to ensure that their pets do not cause nuisance in any form whatsoever, especially cats since they can climb roofs and fences.
- 5.** Dog owner, who contravenes Act of Dog Licensing and Dog Breeding House (MBSA) 2007, is guilty of an offense and liable to a fine of RM2,000 or imprisonment not more than one (1) year or both.
- 6.** Dog aged three (3) months old must obtain a license from MBSA.
- 7.** The applicant/owner of the dog must display a sign that the house has a dog.
- 8.** Any dog above the age of three (3) months found roaming freely or found in a public place without wearing badge/metal license tag, MBSA may confiscate or put the dog to sleep.



RUBBISH

- 1.** All rubbish must be cleared and removed immediately after any function.
- 2.** Please keep your rubbish in the refuse chamber at your gate; the refuse chamber gate must be closed/locked at all times to avoid rubbish being pulled out by stray cats and dogs.
- 3.** Houses with rubbish strewn outside of home will be instructed to clean up immediately.
- 4.** Upon moving-in, all unwanted packaging, wrappings etc, must be discarded properly and left strewn outside the gate on pavement.
- 5.** Owners must ensure contractors discard rubbish and all unwanted materials after renovations and not leave them at back alleys or on public areas outside of home; must be cleared upon completion of renovations.

RENOVATION/ CONSTRUCTION

- 1.** For any internal and external renovations / constructions at owner's houses, the below times must be applied:
 - **Weekdays: From 9am to 6pm**
 - **Weekend (only Saturday): From 9am to 1pm (strictly no hacking or drilling)**
- 2.** For all external renovations / constructions, owners are compelled to obtain relevant permits and approvals from local authorities, i.e.: Majlis Bandaraya Shah Alam (MBSA) and also the consent of your left-sided and right-sided neighbours
- 3.** All left-over construction materials and debris must be well managed, keep in the storage tank allocated by MBSA and remove from EV2 premises within the given time line / duration accordingly.
- 4.** Any damages at the common areas and facilities of EV2, will be responsible by the house owner of the renovation / construction, to make good and rectification if any.

RENTAL PROPERTIES/ AIRBNB/STAFF-WORKER HOSTELS

- 1.** Owners sub-letting their homes to long-term residents must ensure tenants sign House Rules prior to moving into EV2 and shall be bound by the House Rules throughout the stay. They must abide by the same House Rules as other owners living in EV2. A copy of the House Rules must be signed by both owner and tenant; including also stating period of tenancy.
- 2.** Same rules as above apply for Airbnb renters; owners must ensure compliance of all House Rules.
- 3.** Airbnb owners must produce business license and a copy must be extended to RA.
- 4.** Any owners sub-letting their homes to foreigners (as foreign worker hostel) will be reported to the authorities as per Section 78 of the Local Government Act 1978 where owners can be fined and convicted. Additionally, Section 28 (2)(a) of the Town and Country Planning Act 1976 and The National Land Code will be enforced on owners for allowing their properties to be converted to worker hostels without approval.
- 5.** Additionally, owners renting homes as worker hostels must also apply to the RA for permission to sub-let their premises as worker hostels and must comply to the Workers Minimum Standards of Housing and Amenities Act 1990.

FUNCTIONS

- 1.** Hosts must ensure no loud music/ chatter etc beyond 10pm when hosting any functions in their respective homes, even though the function may end at 12midnight.
- 2.** No chairs, tables, canopy, etc. can be placed on road or on neighbours home/pavement or on road that may obstruct public access.
- 3.** Approval from the RA must be sought prior to any placement of function affecting neighbours entry into their homes. Permission must also be sought from immediate left and right sided neighbours.
- 4.** Any forms of BBQ staged outside of premises must obtain approval from the RA with agreement obtained from both left and right sided neighbours. In the event of event held at back of house, permission from the back neighbor must also be sought prior to submitting to RA for approval.

NOISE

- 1.** No revving of car engines or big motorbikes at any given time after 7pm.
- 2.** No blaring of loud music from car audio system at any given time.
- 3.** No parties and no blaring of loud music allowed at the promenade area at any given time.
- 4.** No loud music from homes after 7pm.

MOVING HOUSE

- 1.** Moving-in is allowed on any day including weekend from 9am – 6pm.
- 2.** Delivery trucks must be parked on road and not on house pavements.
- 3.** Delivery trucks must vacate EV2 premises, latest by 7pm.
- 4.** A 3-day notice must be extended to RA so as to allow the left and right sided neighbours to be aware of moving-in operations on stated dates and time.
- 5.** All public areas within EV2 must be kept clean and free of rubbish; any owners, residents or guests caught on camera will be fined based on an amount to be decided by the RA.

CENTRAL PARK GATES

- 1.** Park gate will be closed at all times to ensure no trespassers into EV2 neighbour; to maintain security 24/7.
- 2.** Residents need to exit at Guard House for the daily visits to the park.

