

## Rental rules for furnished rooms

### Suurstoffi 12a and Suurstoffi 18a/b, Rotkreuz ZG

Jugendwohnnetz Juwo gives young people access to affordable accommodation during an education phase.

#### 1. General

- <sup>1</sup> The rental rules form an integral part of the tenancy agreement. If the tenant fails to observe them and does not respond to warnings, Juwo is entitled to terminate the tenancy agreement.
- <sup>2</sup> Moving in without a valid tenancy agreement is not permitted.
- <sup>3</sup> Only persons in education are entitled to rent with Juwo.

#### 2. Rental property handover

- <sup>1</sup> The rental property has to be handed over to the tenants on the first day of the tenancy agreement or else by agreement (only on week days and during office hours).
- <sup>2</sup> If the start of the tenancy falls on a Saturday, Sunday or local public holiday, the handover will be carried out on the following working day during office hours. At the start of the rental period, the keys belonging to the rental property will be handed over to the tenants.
- <sup>3</sup> A protocol with details of the condition of the property including an inventory list is compiled and deposited with the landlord. A copy of the protocol will be sent to the tenants by email.
- <sup>4</sup> The protocol and inventory list shall be signed by both parties.

#### 3. Use of the rental property

- <sup>1</sup> The rental property serves exclusively as a living and learning space, commercial use is not permitted.
- <sup>2</sup> All tenants are obliged to handle the leased property with care, to keep it clean and protect it from damage.
- <sup>3</sup> All tenants are required to tidy and clean the shared facilities (e.g. kitchen, bathrooms, laundry room etc.) after use so that all residents can enjoy equal conditions of use.
- <sup>4</sup> In the interest of a good relationship among all tenants, all commit themselves to mutual consideration.
- <sup>5</sup> Smoking is strictly forbidden throughout the entire building. Caution is also advised with candles, spraying of deodorant/hairspray etc. The tenants are jointly liable for a false alarm triggered by misconduct if the person responsible is not identified.
- <sup>6</sup> Every tenant is strongly recommended to take out private liability insurance covering tenant damage.

#### **4. Defects in the rental property**

- 1 Juwo maintains the rental object in usable condition and carries out the necessary checks.
- 2 The tenant shall report any kind of damage and emergencies to the HSLU office in Rotkreuz at: [housing\\_rotkreuz@hslu.ch](mailto:housing_rotkreuz@hslu.ch).
- 3 Repair and maintenance work are the responsibility of the landlord. Wherever possible, such work is announced in good time and arranged with the tenants.
- 4 Observing an appropriate period of notice, Juwo may carry out any necessary repair work unhindered in the rental property and associated facilities such as in the stairway and generally accessible areas as well as on the outside of the building.
- 5 Urgent work necessary to preserve the rental property is tolerated by the tenants at all times.
- 6 The tenants may only have repair work carried out in emergencies or by direct arrangement with Juwo. Otherwise Juwo can decline to reimburse the relevant invoices.

#### **5. Maintenance, repairs and consumable materials**

- 1 Tenants are obliged to report all damage to the rental property to the HSLU office in Rotkreuz ([housing\\_rotkreuz@hslu.ch](mailto:housing_rotkreuz@hslu.ch)) without delay. In the event of failure to do so, the tenants are liable for any increase in damage.
- 2 Tenants are liable for damage caused as a result of gross negligence.
- 3 Structural changes to the rental property may only be carried out with the consent of the landlord.
- 4 Consumable materials such as light bulbs, cleaning products and materials, kitchen utensils or furniture provided, etc., must be replaced by tenants at their own expense.

#### **6. Changes to the rental property**

- 1 Any change to the rental property requires the written agreement of Juwo or the owner.
- 2 Doors, windows, woodwork, floors, radiators, etc. may not be painted. Painting of walls requires the written consent of Juwo and is subject to specific requirements.
- 3 If any changes are made to the rental property that were not previously approved, Juwo can require the original state to be restored at the expense of the tenants.

#### **7. Furnishing**

- 1 The apartments (room and common spaces) are rented in a fully furnished state. An inventory list is drawn up in each case. All items in the apartments are property of the owner / landlord.
- 2 The kitchens are equipped with a basic set of tableware and kitchen utensils. Defective and/or additional tableware or cooking utensils must be organized by the tenants themselves and replaced at their own expense.
- 3 A BasicBox including a pillow and duvet, bed linen and towels can be ordered from Juwo for a fee of CHF 170.00.
- 4 The furniture may not be removed for storage elsewhere and may only be used in the designated rooms.
- 5 Damage and missing furniture that has not been replaced will be charged.
- 6 Tenants are permitted to decorate their own room and use additional items of furniture. These must be removed when the apartment is vacated.

## 8. Rent, ancillary costs and deposit

- 1 The rent must be paid at the end of the previous month. See additional regulations for fixed term contracts.
- 2 The payment information issued by Juwo must be used. Any bank charges shall be borne by the tenant.
- 3 In the event of payment default, the tenants are notified in writing. A termination warning is issued along with the second reminder. For exchange students, the university will be informed and consulted.
- 4 Ancillary costs are charged on a flat-rate basis and can be adapted by the landlord if the flat-rate payments do not cover the actual costs incurred.
- 5 The flat-rate charge for ancillary costs includes the following: heating costs, hot and cold water incl. basic fees, building maintenance, grounds maintenance, snow clearing, electricity costs incl. basic fee, refuse incineration/sewage treatment incl. basic fee, internet, share of administration costs.
- 6 **Not** included are the Serafe fees for radio and TV reception. Each flat-sharing community undertakes to sign up themselves and pay for the concession fee ([www.serafe.ch](http://www.serafe.ch)).
- 7 The landlord is entitled to demand a security deposit (rent deposit) from the tenants.
- 8 All Tenants are charged an entry and exit fee of CHF 100.00 each. The fees are deducted from the deposit and are not reimbursed when the tenant moves out.

## 9. Termination and moving out

- 1 Notice of termination must be given in writing by registered mail using the termination form provided by Juwo at [www.juwo.ch](http://www.juwo.ch) (downloads/Contractual Zug-Rotkreuz campus).
- 2 A termination is deemed to have been submitted within the deadline if it is received by the other party or is ready for collection no later than the last day before the notice period expires.
- 3 The rental agreement may be terminated as of 31 January or as of 31 July, subject to three months' notice.
- 4 Upon moving out, the tenants must take all their own furniture and belongings with them.
- 5 See additional regulations for fixed term contracts.

## 10. Change of room

- 1 Internal room changes are strictly prohibited. Tenants must reside in the room they are renting according to the tenancy agreement.
- 2 It is also not allowed to change apartments.

## 11. Return of the rental property

- 1 The rental property must be returned to the landlord completely cleared and swept clean with all keys and inventory items. CHF 100.00 will be deducted from the deposit for the subsequent final cleaning by the landlord.
- 2 On handing back the rental property, a protocol detailing its condition shall be compiled and signed by both parties.
- 3 Tenants are liable for any damage and for the disposal of any personal items left behind in the rented room. In the shared areas, all tenants are jointly liable if it is not possible to determine the perpetrator. This also includes a false fire alarm triggered by misconduct.
- 4 The tenants should give their new address when leaving.

## 12. Keys

- 1 When the rental property is handed over, a key is handed over to the tenants.
- 2 Lost keys will be replaced at the full expense of the tenants.
- 3 In case of missing keys, the necessary changes will be made to the lock system (cylinder replacement) at the expense of the tenants.

### 13. Security

- 1 The main entrance has to be locked at night.
- 2 Locking the apartment and room doors is the responsibility of the tenants. Juwo and the owner accept no responsibility or liability in the event of theft or property damage.

### 14. Access to the apartments

- 1 The landlord, Juwo and any individuals acting on the latter parties' behalf are entitled to inspect the property in order to safeguard ownership rights and to undertake the repair and maintenance work for which they are responsible.
- 2 Inspections are to be announced in advance except in particularly urgent cases, e.g. to prevent subsequent damage or to ensure operational safety.

### 15. Subletting

- 1 Subletting of the rental property for a duration of no more than six months is only permitted in exceptional cases and requires Juwo's written approval. **The subletting of rooms with a fixed term contract is not permitted.**
- 2 The conditions as stipulated by Juwo and the tenancy agreement must be observed, in particular room occupancy by no more than one person.
- 3 The Juwo template must be used for subletting. A signed original of the agreement must be sent to Juwo.
- 4 Renting of the room on [www.airbnb.ch](http://www.airbnb.ch) or similar websites is strictly prohibited. In the event of violation, the tenancy shall be terminated with immediate effect and compensation claimed.

### 16. Guests

- 1 Accommodation of third parties is not permitted.
- 2 Violations are regarded as a severe breach of contract and entitle Juwo to terminate the tenancy agreement.

### 17. Tenant check

- 1 Tenants are required to be in education for the entire duration of the tenancy (university study, vocational training or internship).
- 2 In order to ensure this, all tenants are subjected to an annual tenant check.
- 3 All tenants must submit a copy of their student ID card, vocational training or internship contract as proof of fulfilment of this criteria.
- 4 If the documents are not submitted or the criteria not fulfilled, Juwo shall terminate the rental agreement on the next possible termination date.

### 18. Place of jurisdiction

- 1 The place of jurisdiction is Zug ZG.

## **Additional regulations for furnished rooms/fixed term contracts HSLU exchange students**

### **1. Rent, ancillary costs and deposit**

- <sup>1</sup> The semester rent has to be paid in advance. If there is an agreement with JUWO, the semester rent can be paid in two instalments. If this is the case the second instalment has to be paid on time. See point 8 for ancillary costs and deposit.

### **2. Termination and moving out**

- <sup>1</sup> The contract is fix-termed and cannot be terminated. A shortening of the tenancy is not possible. An extension can be approved after consultation with the HSLU and Juwo.