

Rules and Policies of Elias Green Condominium

DO's AND DON'Ts

1. Every Subsidiary Proprietor / Resident / Occupier SHALL NOT:
 - a. Install any television antenna on the rooftop, at the common corridor, at any other part of the building, balcony, verandah and/or any external part of the unit without the prior written consent of management.
 - b. Permit anything to be done or stored that will become a fire or other safety or health hazard, thereby causing any fire and public liability insurance policy of the building to become void or voidable, or the rates of insurance premium of the building to be increased,
 - c. Store or allow to be stored any personal property in the common areas of the building
 - d. Use or store any inflammable chemical, liquid etc other than those used for domestic purposes, or any such chemical, liquid etc in a fuel tank of a motor vehicle or internal combustion engine, unless a licence authorizing the use of a lot for a trade purpose is obtained
 - e. In anyway encumber with boxes or otherwise keep or leave any article or thing belongs to him or discarded by him in any part of the staircases or other common areas or permit the placing or parking of bicycles and other wheeled vehicles which may obstruct or are likely to obstruct the common areas in the Condominium,
 - f. Cause and / or allow to be clogged sinks, baths, lavatories, cisterns, water pipes and /or soil pipes in the unit and /or in the building,
 - g. Throw any objects into the refuse chute without placing and securing them in suitable plastic bags (for environmental health reasons), or dispose any large object into the refuse chute that may cause obstruction or a fire in the refuse chute,
 - h. Allow any person(s) to collect and /or to remove any waste food, refuse or rubbish whatsoever from the building,
 - i. Permit anyone to deface and/or to allow graffiti and /or to cause damage and /or use as a playground the lifts, lobbies, common corridors, staircases, walls, pedestrian – way in the front areas of the building and/or any other common property in the building,
 - j. Damage the grass areas, flower beds, garden, trees, footpaths, drains or any part of the building by vehicles, machines or tools or objects of any descriptions,
 - k. Allow or keep any animals(s) within his unit or the common areas including lifts, passages, lobbies, front and back gardens, swimming pools, etc which may cause nuisance or annoyance to others. Proprietors must remove and/or clean up the droppings of their animals,
 - l. Cook in the common areas of the building other than in the designated areas (if any),
 - m. Use the lobby or any other common areas of the building for any private or public functions without the prior written approval of the Management,

- n. Allow any washing clothing or other articles to be hung or exposed at the Common Areas within the building as well as from the Window balconies, verandah and/or any external part of the unit thereby affecting the general facade of the building,
- o. Make undue noise which would interfere with the peaceful enjoyment of others in any lot or on the common property,
- p. Use languages or behave in a manner likely to cause offence or embarrassment to others using the common property and to be adequately clothed when on the common property,
- q. Make any alteration or additions to the Windows or Doors or to any structure that forms part of or adjoins the common property,
- r. Mark, paints, drive nails or screws or otherwise damage or deface any structure that forms part of the common property,
- s. Park vehicles in the "No Parking" areas or obstruct driveways, fire hydrants, the porch or pedestrian walkways of the building. Residents shall ensure that their visitors park only in such lots as are designated for visitors,
- t. Park heavy commercial vehicles within the building without the prior written approval of the Management and in the event such written approval is granted, such vehicles are to be parked only in the designated areas
- u. Put any signboards, advertisement, notices and/or other lettering on any part of the building without the prior written consent of the Management,
- v. Use or permit his lot to be used for any purpose other than for residential purpose or any purpose contrary to the terms of users of the lot shown in the plan as approved by the competent authority pursuant to Section 9 of the planning Act,
- w. Use his lot for any purpose, which may be injurious to the reputation of the subdivided building or for a purpose as to cause a nuisance or danger to any other proprietors.

2. Every Proprietor / Resident Shall :

- a. Permit the Management and its Agents to all reasonable times and on reasonable notice being given (except in case of emergency when no notice is required) to enter his lots for the purpose of :
 - i. Inspect the lots
 - ii. Maintaining, repairing or renewing sewers, pipes, wires, cables and ducts use or capable of being used in connection with the enjoyment of any other lots or the common property
 - iii. Maintaining, repairing or renewing the common property or
 - iv. Executing any work or doing any act reasonably necessary for or in the connection with the performance of its duties or the enforcement of these rules and regulations affecting the building
- b. Forthwith carry out all work ordered by any competent public or statutory authority in respect of his lot other than such work for the benefits of the building generally and pay all assessment charges and outgoing which are payable in respect of his lots
- c. Use and enjoy the common property in such a manner as not to interfere unreasonably with the use and enjoyment thereof by other proprietors or their families or visitors.

- d. Notify the Management forthwith of any changes in the proprietorship of his lot or of any other dealing with his lot of which he is aware
 - e. When involved in any pounding of chilies or other substances for cooking purposes to ensure that the part of the floor on which the activity is carried out is covered to an extent sufficient to prevent the transmission of noise at a level likely to disturb others
 - f. Repairs and maintain his lot and keep it in a state of good repair, reasonable wear and tear and damage by fire, storm, tempest or act of God excepted
 - g. Maintain the speed of their vehicle below 20km/hr while driving in the precincts of the Condominium
 - h. Keep clean all glass windows and all doors on the boundary of his lot, including so much thereof as is part of the common property
 - i. Maintain his lot including all sanitary fittings, water, gas, electrical and air-conditioning pipes and apparatus in a good condition so as not to cause annoyance to others
 - j. Take all reasonable steps to ensure that a child when playing on the common property does not cause any damages to the common property or create any noise likely to disturb others
 - k. In the event that Contractors are engaged for carrying out any works in his units, be responsible for ensuring that any working materials and /or debris are promptly removed from the building
 - l. Ensure that no Contractor or himself shall use the common or Car parking space as a working area. As such work must be done inside the unit
 - m. Abide by and comply with all the Rules and Regulations and any other rules imposed by the Management for the use of the building's facilities and ensure that his visitors, tradesmen or contractors do so as well
 - n. Take all reasonable steps to ensure that his invitees do not behave in a manner likely to interfere with others
 - o. Ensure that his Visitors/Chauffeurs do not announce their arrival by sounding their car horns in a manner as to cause disturbances or annoyance to other Residents
 - p. Ensure that only the Service Lift or Designated lift is used for the transportation of furniture and other heavy and bulky objects
 - q. Ensure that no potted plants or any other objects are placed dangerously on balconies where they can fall and cause bodily harm to persons below
 - r. Ensure that no private functions or gathering shall be held in any common and/or recreational area without the prior written approval from the Management.
3. In the event of any violation of these rules & regulations, the Resident responsible shall make good and/or compensate for the loss and /or damage caused to the satisfaction of the Management
 4. In the event that the Management has to engage any legal counsel to enforce any of these rules and regulations and any other rules, or is required either by itself or by engaging contractors to carry out any rectification or remedial works necessitated by the failure on the part of any resident to comply herewith (and the Management reserves such right to do so if any resident fails to rectify or remedy any default on his part in complying with any of these rules and regulation within 14 days of

notification by the Management) the Management is entitled to be compensated in full for all costs incurred including any legal fees on an indemnity basis.

GENERAL RULES & REGULATIONS GOVERNING THE USE OF THE RECREATIONAL FACILITIES

1. The recreational facilities are for the exclusive use of Residents and their Guests. Maid, domestic servants and employees are excluded.
2. All Guests MUST be accompanied by their Resident-Host(s). The Resident(s) will be responsible for his Guests' conduct and behaviour. He must also ensure that his Guests observe all Rules and Regulations.
3. Owners who let out their UNITS forfeit their privilege, which will automatically be assigned to their Tenants.
4. Two (2) number of Resident Pass will be issued to each allocated unit. A deposit of \$20.00 per pass will be collected for the first issue and subsequent issues of misplaced passes will be subject to a charge of \$20.00 per pass.

The Pass is Non-Transferable and should be returned to the Management office once you are no longer Residents of the Condominium, Loss of pass must be reported to the Management as soon as possible

5. Only Resident with valid Facilities Pass may use / book the recreational facilities.
6. The Management, Security Personnel or any appointed Representative of the Managing Agent might require any person in the recreational area to identify himself or herself and to produce the appropriate identity card.
7. Radios, hi-fi equipment, Television sets, Musical Instruments and other like equipment may not be used in or about the recreational facilities areas.
8. Guests must be signed in by the Residents at the clubhouse Security Counter and shall be accompanied by the Resident throughout the use of the specified facilities.
9. The maximum of 4 members of Guest are allowed at one time per facilities pass holders including Swimming pool, Tennis or Squash, Gymnasium, Sauna, Billiard. And maximum of 30 members of Guests are allowed for BBQ pits & Functions rooms.
10. Residents are required to produce their facilities passes at the Club House Security Counter while making reservations as well as before claiming the keys to the recreational facilities. Failure to do so may result in the refusal of permission for the use of the facilities.
11. Children under 12 (Twelve) years shall not be allowed to use any of the recreational facilities unless accompanied by their parents or supervising adults who shall be responsible for their safety and proper behaviour.
12. Residents are responsible for the behaviour of their Guests and their compliance with these rules.
13. Residents shall be responsible for any damage caused to the recreational facilities by them or their guests. Residents must inform the Duty Officer or Maintenance Supervisors of any existing

damages to the facility or equipment they or their guests are about to use, failing which they may be held responsible for such damages.

14. Residents / Guests must be properly attired when using the facilities.
15. The Management cannot assume responsibility for any loss or damage to any personal property, injury or death arising from carelessness or negligence on the part of the persons concerned or any other third person or arising from failure to abide by these rules or for any other reason whatsoever.
16. Except for those games and activities for which the facilities were specially intended, no other games or activities (such as football, roller-skating, aerobics, skateboarding and horseplay of any sort) will be allowed in or about the recreational facilities.
17. The Management reserves the right to change any rules and regulation as it deem fit. Residents shall be notified at least one week in advance before such changes take effect.
18. Any person found to be in breach of the rules shall be required to leave the recreational areas at once and shall be barred from making any reservations for a period of FOUR WEEKS.
19. Residents and their Guests must abide by all the rules when they utilize recreational facilities. Each has its own set of rules.
20. All litter must be disposed off in the receptacles provided
21. Pets are strictly prohibited in the recreational facilities
22. Not to use the recreational facilities / function rooms in such a manner or for such a purpose as to cause nuisance or danger to other residents or injurious to the reputation of the Condominium.
23. Disciplinary action will be taken against anyone caught defacing / vandalizing the facilities.

HOUSE RULES GOVERNING THE USE OF THE SQUASH AND TENNIS COURTS

1. The Squash and Tennis courts will be opened for playing from 0700hrs – 2200hrs daily.
2. Booking can be made one (1) week in advance on a first-come-first served basis. Every unit is entitled to book one session (2 hours max) of either Tennis or Squash, with a maximum of two sessions per calendar week.
3. Residents may bring in a maximum of FOUR (4) Guests at any one time.
4. Players will be issued Booking Slips, which MUST BE displayed outside the Door of the Courts.
5. No Street / Outdoor shoes (e.g. Boots, high heeled shoes or leather shoes) are to be worn into the courts. NO marking shoes are to be worn in the Squash Courts.
6. Players should ensure that their shoes are free from sand and dirt before entering the courts.
7. Anyone who fails to turn up 15 minutes after the booking time, forfeits the right to play if someone else is already using the courts
8. No Food and Beverages are allowed in the courts

9. No other games except Tennis and Squash are allowed in the respective courts
10. No training or coaching classes shall be conducted either by Resident, Guests and others without prior approval from the Management.
11. While the Management will take every precaution to ensure the safety of persons using the courts, it will not be responsible for any loss or damages to any personal property, injury or death arising from carelessness or negligence on the part of the persons concerned.
12. Cancellation of bookings must be made 4 hours in advance, failing which the unit concerned will be barred from further booking for the NEXT 4 weeks.
13. No pre-arrangement bookings with the ClubHouse Security Counter will be allowed.
14. The Changing rooms will be closed at 2200hrs sharp and are to be kept clean by the users.

HOUSE RULES GOVERNING THE USE OF THE BILLIARD ROOM

1. The Billiard Room will be opened from 0700hrs to 2200hrs daily
2. Bookings can be made one (1) week in advance on a first-come-first served basis. Every unit is entitled to book one session (2 hours max), with a maximum of two sessions per calendar week.
3. Reservation must be made in person at the Club House Security Counter.
4. Each billiard table shall be confined to only 4 persons. Hence, a maximum number of **8 persons** are allowed in the billiard room at any one time of play. Residents who book the table must be present in the Billiard Room.
5. Persons entering the Billiard Room must be properly attired.
6. No Food and Beverages are allowed in the Billiard Room. Smoking is strictly PROHIBITED.
7. No articles except those required for the game are to be placed on the Billiard Table at any time.
8. **ANY RESIDENT WHO NEGLIGENTLY OR WILFULLY DAMAGE THE BILLIARD TABLE OR EQUIPMENT WILL BE HELD RESPONSIBLE FOR THE COST OF REPAIRS AND REPLACEMENT. SUCH COSTS WILL BE DECIDED BY THE MANAGEMENT.** (Refer to the Handing / Taking over form attached)
9. Children under 12 years are not allow in the Billiard Room.
10. The Management reserves the rights to refuse for non-compliance of any of the above booking.

HOUSE RULES GOVERNING THE USE OF THE SAUNA

1. The Sauna will be operated upon demand only. Residents are required to inform the facilities officer (security officer on duty) stationed at the Clubhouse to turn on the supply half an hour before actual usage. The bucket and ladle shall be handled over to the residents upon booking only.
2. A maximum of 4 Guests are allowed at any one time per housing unit. Each person is restricted to a maximum of one-hour sessions.

3. No Food and Beverages are allowed in the Sauna. Smoking is strictly PROHIBITED.
4. You are advised to shower and remove your footwear before using the facilities.
5. Always keep the DOOR of the Sauna closed at all time.
6. You are required to switch off the Sauna immediately after use.
7. Drying of clothes in the Sauna is DISALLOWED.
8. The use of Sauna is strictly at your own risk and those persons with cardiac – vascular diseases, high blood pressure or any skin diseases are strongly advised to consult a medical officer before using.

Those who are unwell or are under the influence of alcohol, tranquilizers or other kinds of prescribed drugs are strictly not permitted to use the facilities.

9. The following few suggestions might be helpful to assist you to enjoy the benefit of the SAUNA facilities:
 - a. When inside the Sauna, you may splash $\frac{1}{4}$ or $\frac{1}{2}$ scoop of water onto the ROCKS placed in the stove to obtain steam,
 - b. The Bather, sit and relax on the bench opposite the stove, taking in the heat for 10/15 minutes
 - c. Do not throw water on the Rocks too often or too much at a time. The Rocks must be hot enough to steam off the water almost immediately when water is splashed on
 - d. After leaving the Sauna cabin, pour cold water over the right leg, left leg, right arm, left arm, face and neck and the body in this recommended order. After which you may dip in the pool for a light swim so as to allow your body to adjust back to the normal body temperature before dressing up.
10. Leave the Sauna cabin immediately should you experiences one or more of the following symptoms:
 - a. Breathlessness
 - b. Headache
 - c. Nausea
 - d. Giddiness or Fainting
 - e. Chest Pain or Discomfort

HOUSE RULES GOVERNING THE USE OF THE GYMNASIUM

1. The Gymnasium will be opened from **0600hrs to 2200hrs** daily.
2. Only Residents and their Guests may use the facilities in the Gymnasium. Guest must be accompanied by their HOST who shall ensure that their guests comply with the rules and regulations contained herein.

3. Residents may bring in a maximum of **2 Guests** at any one time.
4. No Food is allowed in the Gymnasium. Smoking is strictly PROHIBITED.
5. Training or coaching classes shall not be conducted by professionals without prior written approval from the Management.
6. Due care must be exercised when using the equipment in the Gymnasium and these must be returned to their proper places after use. No equipment may be removed from the premises.
7. The Management shall not responsible for any injury or damage sustained arising out of or in relation to the use of any equipment / facilities contained in the Gymnasium.
8. Children under 12 years are not allowed in the Gymnasium.

HOUSE RULES GOVERNING THE USE OF THE BARBECUE PITS

1. The facilities may be reserved for use ONLY by Residents
2. The BBQ pits may be reserved for use during the following hours
 - a. Afternoon Sessions - 1300hrs - 1700hrs
 - b. Evening Sessions - 1800hrs - 2200hrs
3. Booking must be made **2 weeks in advance** on a first-come-first serve basis. Each unit is allowed to book up to a maximum of six (6) sessions per year. Booking is also limited to one session per day. Cancellation of bookings shall be made **within 5 days** from the actual scheduled date, failing which the Management reserves the rights to forfeit the deposit.
4. Reservation must be made IN-PERSON at the Management office
5. An application form (available from the Management office) must be completed and submit to the Management with the payment of a refundable deposit of **\$30.00**.
6. The Management reserves the right to deduct an equivalent sum of monies from the refundable deposit for damage caused and any addition cleaning services should these be required and for any additional expense incurred in rectifying any such damage caused to the common property or for any irregularities or contravention of the rules & regulations.
7. A maximum of 30 Guests are allowed in the BBQ pits area
8. Food and Drinks are not allowed to be consumed at any other areas except to that confined BBQ pit only.
9. User shall ensure that there is minimal noise by the Guests and to ensure the good conduct and behaviour of the Guest.
10. User is responsible for the cleanliness of the area. All litter/waste food etc shall be disposed into trash bags.
11. User should remove the hired chairs and tables, if any on the following day,

failing which the Management and the Security reserve the right to discard them.

12. No decorations are permitted at the area surrounding the BBQ pits
13. The Management reserves the right to forfeit the refundable deposit and to refuse future booking for non-compliance of any of the above

HOUSE RULES GOVERNING THE USE OF THE FUNCTION / MUTLI PURPOSE ROOM

1. The facilities may be reserved for use ONLY by Residents
2. The Function Room may be reserved for use during the following hours
 - a. Afternoon Sessions - 1300hrs - 1700hrs
 - b. Evening Sessions - 1800hrs - 2200hrs
3. Booking must be made Two month in advance on a first-come-first serve basis. Each unit is allowed to book up to a maximum of six (6) sessions per year. Booking is also limited to one session per day. Cancellation of bookings shall be made one week before the actual scheduled date, failing which the Management reserves the rights to forfeit the deposit.
4. Reservation must be made IN-PERSON at the Management office
5. An application form (available from the Management office) must be completed and submit to the Management with the payment of a Rental fee of \$50.00 and a refundable deposit of \$100.00.
6. The Management reserves the right to deduct an equivalent sum of monies from the refundable deposit for damage caused and any addition cleaning services should these be required and for any additional expense incurred in rectifying any such damage caused to the common property or for any irregularities or contravention of the rules & regulations.
7. A maximum of 30 Guests are allowed in the BBQ pits area
8. Food and Drinks are not allowed to be consumed at any other areas except to that confined inside the room.
9. User shall ensure that there is minimal noise by the Guests and to ensure the good conduct and behaviour of the Guest.
10. User is responsible for the cleanliness of the area. All litter/waste food etc shall be disposed into trash bags.
11. User should not remove any chairs and tables out of the function room.
12. The Management reserves the right to forfeit the refundable deposit and to refuse future booking for non-compliance of any of the above.

HOUSE RULES GOVERNING THE USE OF THE SWIMMING / WADDING POOL

1. The pools are open for use from 0700hrs – 2200hrs daily, except when they are being cleaned or serviced.

2. Resident (s) may bring in a maximum of FOUR (4) Guests at any one-time.
3. All persons must shower BEFORE entering the pool
4. Persons entering the pool must properly attired in swimming apparel
5. NO FOOTWEAR is allowed within one meter of the pool edge
6. Persons suffering from infectious or communicable diseases MUST NOT use the pools.
7. All persons are required to dry themselves before leaving the pool area and changing rooms. No person wearing a dripping wet bathing suit shall go beyond the pool and changing room areas.
8. All persons are advised to leave the pools during heavy rains and thunderstorms.
9. Persons using the pool MUST NOT carry out any activities that may cause annoyance, disturbance or injury to other users, or cause damage to the equipment and installations at the swimming pool area
10. Water sports of any kind is NOT ALLOWED in the pool
11. Surfboards, scuba gear, inflatable rafts, boats, balls, etc are not permitted in the pools.
12. Cycling, Roller-Skating, Frisbee playing activities are not allowed in the swimming pool area.
13. NO FOOD and BEVERAGES are allowed in the swimming pool area. SMOKING strictly prohibited.
14. NO BARBECUES or any private functions are to be held at the swimming pool area.
15. No coach shall be given lessons in the pool without first obtaining the written consent from Management office.
16. The life buoys are strictly for emergency use only and MUST NOT be removed from the racks except for saving life.
17. Noisy, rough or dangerous play will not be permitted in the pools.
18. The safety equipment provided around the pools shall not be used for any other purpose. No pool side furniture shall be removed from the pool area. Misuse of poolside furniture is strictly prohibited. Deck chairs and other pool side furniture may not be reserved. Persons vacating the pool must remove all their belongings.
19. There will be no lifeguards in attendance; hence the pools are used by residents and their guest entirely at their own risk. The Management accepts no responsibility for any loss or damage to any personal property or injury or death from any causes whatsoever.
20. The Management reserves the right to shut down the pool for maintenance purpose without notice.

ADDITIONAL BY-LAW FOR SWIMMING LESSONS CONDUCTED IN ELIAS GREEN

1. Swimming lesson can only be conducted on the following days and time.

Days

Time

Monday – Friday}	0900 am – 0600 pm
}	0800 pm – 1000 pm
Saturday	0900 am – 0300 pm
Sunday	0900 am – 1200 pm

No coaching will be allowed on Public Holidays. In the event a Public Holiday falls on Sunday, no coaching will be allowed on that Sunday and the following day.

2. Only qualified coaches approved and registered with the Management Corporation will be allowed to conduct swimming lessons in the Estate.
3. Swimming lessons are restricted to Residents of Elias Green only. No swimming lessons are allowed to be conducted for or attend by Resident's relatives, friends or other Non-Residents at any time.
4. Only One (1) coaching sessions is allowed in the pool at any one time
5. Only eight (8) trainees must be properly attired in swimming apparel during the course of the swimming lessons
6. No swimming lesson is allowed during heavy rain and thunderstorms.
7. Coaches are responsible for the safety of their trainees. The Management accepts no responsibility for any loss or damage to any personal property and/or injury or death arising from any cause whatsoever.
8. Swimming lessons shall not be conducted in such a manner as to cause annoyance, disturbance or injury to other pool users.

(The above was passed as an additional by-law at the Second Annual General Meeting held on 31 October 1998.)

HOUSE RULES ON CAR PARKING IN ELIAS GREEN

1. All Resident's cars must be registered with the Management Office. Only cars with a valid label displayed at the windscreen are allowed to be parked in every available car parking lots on a first come first served basis.
2. Each Car label will have the Vehicle registration number written on it.
3. Old Car label should be returned before any new label could be issued
4. Proprietors / Residents caught infringing the above may have their car label entitlement forfeited
5. Visitor's cars are to be parked in the designated car park only. Proprietors / Residents are requested to inform their Visitors (Including tradesmen and contractors) of the above.
6. Proprietors / Residents are responsible for ensuring that their Visitors abide by the rules stated above.
7. For COMMERCIAL VEHICLES

- a. No commercial vehicle is allowed to be parked in the Estate car park unless with the written approval of the Management.
 - b. The Management is authorized to issue car parking label only to commercial vehicle owned by residents subject to availability of parking space on a first come first served basis with laden weight not exceeding 2500kg.
 - c. All approved commercial vehicle under 2500kg laden weight must be parked at the designated car park.
 - d. Vehicle such as Cranes, Road Tanker, Containers, Trailers etc WILL NOT BE ALLOWED to be parked in the estate car park unless with the written approval of the Management.
8. Vehicles and Machinery like skid / ISO tanks, fork lift, generators, welding machine, air compressor, lifting equipment, containers etc will not be allowed entry into the estate unless prior written approval from the Management Council is obtained.
9. Only Residents and authorized car washers are allowed to wash their vehicles in the Estate.
10. For APPLICATION OF CAR PARK LABEL
- a. The applicant must be a subsidiary proprietor or a tenant authorized by the Subsidiary proprietor.
 - b. All applicants are required to produce documentary proof of Ownership and Residence, i.e. Vehicle Registration Book, Company certificate letter (for company car), Lease Agreement (if tenant), Insurance etc. Residents are requested to update their addresses in the vehicle logbooks before collection date.
 - c. All commercial vehicles prefixed with G and Y plates (or subsequent amendments by ROV) will not be issued with labels. All Applications for labels will be dealt with at the discretion of Management Council.
 - d. The Management reserves the right to reject any application at its discretion. Any application, having been approved, may still be subject to cancellation at the Management's discretion. The Management's decision shall be final.
 - e. Residents are to notify the Management should there be a change of vehicle or vehicle registration particulars so that a fresh label could be issued in exchange of the old one. All car labels are not transferable.
 - f. Residents (including tenants) are to return the label to the Management when they cease to reside in the Condominium.
 - g. Loss of labels must be reported to the Management as soon as possible. Replacement cost for each lost or defaced label is \$20.00.
 - h. Each unit shall only be entitled to One Label.
 - i. Visitors Vehicle is not to be parked overnight within the precincts of the Condo unless prior written notice had been given to the Management and formal approved obtained.

ADDITIONAL BY – LAW FOR MOTOR VEHICLE PARKING FACILITY

1. The road and car parks of the condominium shall not be used for the purpose of learning to drive.
2. Only vehicle issued with ELIAS GREEN car park labels may park in the designated parking lots.
3. Car park lots are not to be used for recreation, storage, repair works. These are strictly for motorcars parking only.
4. All vehicles must be parked within the confines of parking lots.
5. The car park rules apply to cars, small vans and other light vehicles classified as class 3 vehicles according to the Road Traffic Ordinance. No heavy vehicle shall be considered for car park labels.
6. The Management Corporation shall not be liable for any injury whatsoever caused to any person whilst in the estate condominium and/or its car park.
7. A subsidiary proprietor or an occupier of a lot shall only park his motor car or other vehicle approved by the Management Corporation in the designated parking lots or such parking lots as may be approved by the Management Corporation.
8. A Subsidiary proprietor or an occupier of a lot shall not drive any motor car or other vehicle in a manner so as to endanger the lives of other subsidiary proprietor or an occupier of another lot or any other person within the condominium.
9. A Subsidiary proprietor or an occupier of a lot shall not park any motor car or other vehicle along the drive ways, bends and other areas which will interfere with the peaceful enjoyment of or cause annoyance to other subsidiary proprietor or an occupier of another lot or any other person lawfully using the common property.
10. A Subsidiary proprietor or an occupier of a lot who fails to display his ELIAS GREEN car park label shall be treated as a visitor and limited to lots designated for visitors.
11. The Management Corporation shall not be liable or responsible for any loss, damages, theft or other misdemeanor to vehicle and /or contents howsoever caused.
12. A subsidiary proprietor or an occupier shall not carry out any major repairs to any vehicle within the condominium.
13. A subsidiary proprietor or an occupier or visitor shall not create any noise in the use of his vehicle in the common property which is likely to interfere with the peaceful enjoyment of or cause annoyance to a subsidiary proprietor, occupier or visitor of another lot or any person lawfully using the common property.
14. Users of vehicles must observe all traffic sign and rules in the condominium.
15. A subsidiary proprietor shall notify the Management Corporation of any change in the ownership or tenancy of his lot where the lot is tenanted out.
16. A subsidiary proprietor who sells his lot, or a tenant, who ceases tenancy, shall immediately surrender the allotted car park label disc to the Management Corporation without demand, failing which the Management Corporation shall cancel the car park label.
17. A subsidiary proprietor shall be responsible for the conduct of his visitor(s) and shall ensure that his visitors abide by these by-laws and any rules made thereon.
18. The speed limit of 15km/hr shall be strictly followed.
19. Car washing are only allowed at designated lots. Using of water hoses are not allowed

20. Care washing is not allowed for visitor's vehicle in the condominium.
21. All heavy vehicle (exceeding 1 Ton laden weight) including lorries, containers, trailers and prime movers are prohibited from entering the estate without the prior written authorization from the Management Corporation.
22. School Buses may be allowed into the Condominium for the purpose of ferrying school children to and from school.
23. Visitors and Residents not having ELIAS GREEN car park labels shall park their vehicles in the parking lots designated for visitors.
24. Visitors shall not park their vehicles in the estate for more than 2 days without the prior written authorization of the Management Corporation.
25. Subsidiary proprietors or occupiers and visitors shall observe and comply with all traffic signs, road car park and driveway markings, or any other directions for use of the car park / drive way.
26. Without prejudice to any other right which it may have, the Management Corporation shall be entitled in the event of a breach or violation of these BY-LAW governing the car park system, to take such action as it considers appropriate under the circumstances, in its sole discretion, including the mechanical disablement and the sticking of warning notices on the said vehicles. All expenses and cost arising out of or in connection with or form the action taken by the Management Corporation in respect thereof shall be borne or paid for by the subsidiary proprietor, occupier or invitee and in specific:
 - a. An Administrative fee of \$100.00 shall be imposed on the subsidiary proprietor, occupier or invitee for the removal of any mechanical vehicle clamps. If the vehicle is not removed within 24 hours from the time of clamping, an additional administrative fee of \$50.00 per day or part thereof is payable.
 - b. Any vehicle found causing an obstruction to the free flow of traffic in the estate will, at the Owner's own risk, be towed away and the cost of towing and any incidental costs shall be borne by the Owner of the vehicle.
 - c. All payment must be made in cash during office hours at the Management Office or to the Main Security Counter after office hours. No cheque payment will be accepted except payment made by Subsidiary Proprietor or occupier.
27. These rules shall be periodically reviewed and amended by the Management Council as and when deemed necessary and shall become effective once adopted in the General Meeting.

(The above was passed as an additional by-law at the First Annual General Meeting held on 26 October 1997.)

ADDITIONAL BY LAW FOR FUNERAL WAKES AND/OR RELATED ACTIVITIES AND CEREMONIES

No FUNERAL WAKES and / or other activities and ceremonies connected with or in relation to FUNERAL WAKES shall be permitted to be held on any part of the Common Property.

(The above was passed as an additional by-law at the Second Annual General Meeting held on 31 October 1998.)

ADDITIONAL BY-LAW FOR FEEDING OF CATS

A subsidiary proprietor or occupier shall not feed cats in the common areas either by leaving food on the ground or leaving a receptacle containing food intended for cats.

Breached of this By-Law will entitle the MCST to impose a fine of S\$50.00 against the offender."

(The above was passed as an additional by-law at the Seventh Annual General Meeting held on 26 October 2003.)

GENERAL RULES & REGULATIONS ON ADDITIONAL/ALTERATION WORKS & MOVING IN/OUT

1. Before any work is carried out by the Subsidiary Proprietor, for any additions and alteration works, the Subsidiary Proprietor or occupier is to submit for the consideration of the Management, the requisite approval from the relevant authorities where such is required by law.
2. The relevant authorities include but shall not be limited to the Development and Building Control Division, the Public Work Department, the Public Utilities Board and Telecommunication Authority of Singapore.
3. Plans for the renovation works are to be submitted to Management for recording purpose before the commencement of such works.
4. The subsidiary Proprietor or occupier shall ensure that the works to be carried out will not in any way affect the structure of the premises or the common property nor will it in any way cause any nuisance to any other Subsidiary proprietor or occupier.
5. The Subsidiary Proprietor or occupier shall keep the Management advised on all additions and alteration works to the electrical systems, which includes but shall not be limited to the air-conditioning systems.
6. The Subsidiary Proprietor or occupier and the Contractor also undertake to indemnify the Management against any legal proceedings or suits arising from such works regardless of whether or not negligence of the Subsidiary Proprietor or occupier, contractor or any of their servants or agents.
7. In the application for the said works to be carried out, the Subsidiary Proprietor or occupier and Contractor undertake to abide by and be subjected to the terms and conditions specified in Indemnity applications form.
8. Any additions and alterations allowed by the Management shall be subject to an undertaking signed by the Subsidiary Proprietor or occupier to be fully responsible for any or all damages arising from such works.
9. Precautions should be taken against damaging the concealed electrical wiring and sanitary piping and the floor slab.
10. A Subsidiary Proprietor or occupier shall not at any time:
 - a. Giving seven (7) days written notice to the resident concerned requesting him to remove all such unauthorised alterations or additions. All costs incurred in such, demolition making good and/or removal of any unauthorized alterations or additions will be borne by the residents.

- a. Erect any structure or make any alterations to any external part of any unit without the prior written consent of the Management.
- b. Make any alterations to the Windows installed in the external walls of the sub-divided building without having obtained the written approval of the Management.
- c. Make any alteration or additions to any balcony of his lot without the approval in writing of the Management.
- d. Hack off beams, slabs and Columns
- e. Raise existing floor level e.g. to split the level of any portion of the existing floor either by adding concrete platform and/or timber platform.
- f. Install awnings or other sun-shading devices /projections outside the units.
- g. Make any alterations to the existing refuse chute hoppers
- h. Brick up or block up service ducts and/or pipes
- i. Install iron Grilles at the common corridor or staircase landing outside the entrance of each lots
- j. Re-locate door and windows
- k. Lay any type of flooring outside the flat e.g. on common lobby / corridor area or staircases landing just outside the entrance of each flats.

In altering or removing existing water squatting pan, pedestal pan and wash basin, precaution should be taken against damaging the floor slabs and Subsidiary Proprietor or occupier shall be responsible for any damages or leakage's down to the lower floor which may arise from their renovation works

11. To carry out work solely during working hours i.e. 0900am to 0430pm daily – Monday to Friday. No work is to be carried out on Saturday, Sunday or Public Holiday.
12. To ensure that no pneumatic drilling is carried out in the course of work.
13. To ensure the adequate disposal of all debris. In clearing the debris, the contractor undertakes to place them in gunny or plastic bags (to be provided by the contractor). The Contractor undertakes to remove daily all debris from the estate. Disposal of debris through the waste pipe or rubbish chute is strictly prohibited.
14. In the event the debris is not cleared or any of the common property is damaged, the MC reserve the right to remove the debris and to effect repairs and the cost of such removal or repairs shall be deducted from the deposit, provided that nothing therein is to be construed as limiting the liability of the Contractor, the MC reserve the right to claim for the full cost of the removal and repairs.
15. All building materials brought on site and debris are to be deposited at the designated spot at the estate. Where so required by the Management the building materials and debris shall be placed in approved trolleys. No material are to be stored / left in the common area.
16. Only ONE lift may be used for removal purposes.
17. To ensure all common areas, lift cars and passageways are cleaned daily (including sweeping and mopping).

18. If the said deposit is insufficient to cover the full cost of the removal and repairs, then the Management reserves the right to recover the full costs of the removal and repairs from the Owner / Tenant.
19. Occupants are required to give TWO WEEKS advance notice to the Building Supervisor of the removal. If possible, the details of items to be moved and the name of the contractors (mover's company) involved so as to maximize security and protect the occupants.
20. The Contractor must be accompanied by the nominated person-in-charge.
21. Mover's vehicle must not obstruct other vehicles when parked in the car park. Such vehicles are not be parked within the estate during the night.
22. Only Containers not more than 20FT long are allowed or other items in any place other than what was designated by the Management.
23. Movers must not obstruct movement or deposit furniture or other items in any place other than what was designated by the Management.
24. To ensure compliance, the owner or tenants shall pay an administrative fee of \$20 and place a refundable deposit of \$1000 or such amount, as may be determined from time to time. This is to be paid in favour of MCST 2009. Subject to satisfactory compliance with the term herein, the deposit will be refunded free of interest. Before the release or return of the said sum, the Management must be satisfied that all the terms and conditions have been complied with all debris removed, no complaints have been received from any occupier and that no damage had been caused in the common property. In this regard, the owner shall inform the Management when the renovation work is completed so that a joint inspection can take place.
25. The Management will refund the deposit of \$1,000.00 free of interest after all the terms and conditions are complied with.

HOUSE RULES ON LOCATION OF AIR-CONDITIONING EQUIPMENT

We appreciate that you may wish to install air-conditioning equipment around or within your apartment. We herewith append the proposed locations for your air-conditioning units as indicated in the attached aircon location plans. This placement of the equipment would affect the façade of the building and our proposal serves to regulate and maintain uniformity in the installation of such equipment in order to ensure that the image of the estate is not adversely affected and that the value of your investment may be enhanced through proper control over such installation.

Although we endeavor to give the optimum locations, we shall not be held responsible for any claims or problems arising from or consequential to such installations. You are hereby advised to seek proper consultation with specialist contractors on the method of installation and proper maintenance of your own equipments. Please note that all matters pertaining to the estate would be regulated under the Land Title (Strata) Act (Chapter 158) Revised Edition 1988 after the formation of the Management Corporation.

INSTALLATION OF AIR CONDITIONING UNIT

General NOTES:

1. All method of installation must be approved by the Management before commencement of work.

2. All condensing unit must be fitted with drain pan / tray and a proper drainage discharge
3. All condensing units for split unit aircon system have to be placed within the proposed areas.

DEFINITIONS

DEVELOPER

One who has obtained the approval of the competent authority to develop any land pursuant to Section 9 of the Planning Act and includes his executors, administrators and successors in title or assigns.

LOTS

A stratum, which is shown as a lot on a Strata Title Plan, and includes a lot specified as an accessory lot on any plan.

MANAGING AGENT

A Person or a Company who is appointed by the Developer to manage the day – to – day operation of the condominium on behalf of the Developer.

OCCUPIERS

Any person in lawful occupation of a lot. This would include any family members of a Subsidiary Proprietors, any lessee or tenant or any other person who lawfully occupies a lot such as the Resident guest of the own, or mortgagee who has taken possession of a lot.

RESIDENT

The occupiers of a lot which definitions shall where appropriate includes a Subsidiary Proprietor or any person authorized by such Subsidiary Proprietor to occupy the lot as a tenant or lessee thereof and shall include the members of the family of such occupier. Provided always that the term “member of the family” shall not include guests, servants or agents of the occupier.

SUBSIDIARY PROPRIETOR

Is simply the registered Owner for the time being of the entire estate in a lot including an estate for life, an estate in remainder or an estate in reversion. He/She may be one person, two or more people (co-subsidiary proprietors) or company. Pending the issuance of separate title to any Subsidiary Strata Lot and the transfer of title thereto by the Developer to the purchaser, the term (Subsidiary Proprietor) shall also refer to any purchaser of a unit in the Condominium from the Developer.