



RULES of YES Hoshimina Apartment Hotel

GENERAL PROVISIONS

1. The Rules establish procedures for accommodation, use of the apartments, use and maintenance of common property, making compulsory payments, dealing with emergencies and other engineering equipment failures in the Complex, as well as liability for non-compliance with these Rules.
2. The Rules apply to all the Users in the Complex, guests and relatives of the Users, as well as employees of the Operating Company.

USE OF THE APARTMENT

3. The User shall:
 - 3.1 Ensure cleanness and safety of the apartment occupied; take good care of the equipment; in the event of any failures, immediately report them the front office;
 - 3.2 Neither create conditions for, nor allow failures of power supply networks, water or heat supply networks, other utility systems or equipment;
 - 3.3 When leaving the apartment, turn off water valves, close windows, turn off the light, TV, and other electrical appliances;
 - 3.4 Immediately upon request, let the representatives of the Operating Company in the apartment occupied, so that they can perform emergency management and take the actions required to eliminate the issues that may cause emergency or that hinder efficient and safe use of the equipment;
 - 3.5 As and when necessary, let the representatives of the Operating Company in the apartment occupied, so that they can inspect the technical and sanitary condition of the apartment and the equipment located therein, verify the meter readings and perform the repair and preventive maintenance works required;

The Operating Company shall notify the User of the date of inspection of the condition and availability of the meters, and verification of reliability of the meter and distributor readings reported by the Users by checking them against the readings of the relevant meters at the moment of inspection

(in cases when the Users take readings of such meters and distributors) at least 5 days before such inspection. The Operating Company shall be entitled to demand that the User compensate for the losses caused by the latter if they deny the representatives of the Operating Company access to the apartment occupied by the User.

3.6 Any alterations to the configuration or layout of the apartment shall only be made once approved in writing by the Operating Company and in strict conformity with the statutory regulations of the Russian Federation;

3.7 Accommodation of pets in the apartments occupied shall be subject to approval of the Operating Company and shall be governed by the Civil Code of the Russian Federation, health and safety regulations, and local municipal regulations. Keeping of fight dogs is prohibited.

3.8 Use of musical instruments, TV sets, radio sets, tape recorders and other loudspeaker facilities shall be allowed subject to sound level control within the established regulatory values. To assure peace of other Users, it is necessary to observe complete silence from 10:00 pm to 8:00 am.

3.9 The User shall fully comply with health and safety regulations concerning the use of the apartments established for this type of premises in accordance with legislation of the Russian Federation. The User shall not utilize drain outlets (sinks, toilet bowls, washing machines, etc.) to discharge into the sewerage system any toxic or harmful chemical substances, as well as solid objects, discharge of which can cause sewerage system failure or exceedance of the permissible levels of the hazardous substance concentration in the sewage drain of the Complex.

3.10 The User of the apartment shall be held liable for violation of the above-mentioned rules in accordance with the current legislation of the Russian Federation.

4. The User cannot:

4.1 Clean the apartment with the use of petroleum, kerosene, or other highly inflammable and combustible liquids;

4.2 Perform noisy work with the use of any special equipment or tools (rotary hammer drills, hammer drills, drills, hammers, etc.) before 10:00 am; at weekends and on non-working public holidays — before 12:00 pm and after 06:00 pm, as well as from 01:00 pm to 03:00 pm (due to daytime sleep);

4.3 Perform works with the use of any equipment or tools which involve exceedance of the permissible noise and vibration levels;

4.4 Perform works without implementation of special measures to prevent leakages in the adjacent apartments, formation of cracks, as well as destruction of walls and floors;

4.5 Manipulate the fire alarm system equipment, water extinguishing system, or alarm system;

4.6 The User cannot make any repairs without securing approval from the premises owner and the Management Company.



USE OF COMMON PROPERTY

5. The User shall:

5.1 Use common property only for the purposes it is intended for;

5.2 Take good care of the common property and shall avoid damaging or pollution thereof; they shall take good care of the amenities and green areas and shall not allow pollution thereof;

5.3 Comply with hygienic and sanitary rules and regulations, keep all the premises and the territory of the Complex clean and orderly;

5.4 While moving and walking pets, use a leash and a muzzle (regardless of the pet size);

5.5 Not walk pets on the territory of the Complex, on children's playgrounds and sports grounds;

5.6 Move the vehicle owned by the User when the Operating Company performs area cleanup operations, in order to ensure safe and unhampered performance of such works;

5.7 In case of loss of or damage to the common property through the fault of the User, compensate for such damages in accordance with the current legislation of the Russian Federation.

5.8 The Users renting the underground parking shall park their personal vehicles only at their respective parking lots, if this condition is ignored, the such User will be charged for parking services in accordance with tariff applicable.

6. The User cannot:

6.1 Install any additional doors (in derogation from the design).

6.2 Change the door handing (in derogation from the design) from the apartment to the common corridor (to the staircase landing), as it prevents free evacuation of people or may hamper evacuation from the adjoining apartments;

6.3 Install fixed grills on the windows and openings in the common areas;

6.4 Change layout and arrangement of the common areas;

6.5 Block staircases and other common areas with furniture, things, combustible materials, equipment, bicycles, baby strollers and wheel chairs, garbage bags and other objects;

6.6 Install TV and other antennas, other devices, running electric and telephone wires on the walls, the roof and in other common areas. An air conditioner may only be installed after obtaining the relevant written approval from the Operating Company.



- 6.7 Put up notices on staircases, elevators, doors, walls, etc., distributing any informational and promotional materials on the territory of the Complex.
- 6.8 Dispose of or store (even temporarily) any garbage in any places (in the common areas, on the territory of the Complex, etc.) other than the garbage chutes or garbage containers installed for this purpose;
- 6.9 Block or contaminate emergency exit routes and other common areas with construction materials and construction waste;
- 6.10 Park vehicles on lawns, children's playgrounds, pedestrian footpaths, firefighting passways, container yards, and in other places not intended for this purpose;
- 6.11 Wash and repair vehicles on the territory of the Complex;
- 6.12 Organise on the territory of the Complex any parking and/or storage of any old or damaged vehicles, any parking of lorries and special-purpose vehicles with a capacity of over 1.5 tons, or any parking of buses with a capacity of over 10 people;
- 6.13 Cut down bushes and trees, cut flowers, and take any actions damaging the grass cover of the lawns, without authorisation;
- 6.14 Install, without authorisation, any fences, garages, or other structures on the territory of the Complex

SAFETY RULES

7. For safety of the Users and their guests, these rules provide for a scope of measures to control access to the territory and the building of the Complex as follows:
- 7.1 The building can be accessed on a round-the-clock basis via the Main Entrance; other entrances and exits are the service ones;
- 7.2 The security officer may ask any User or their guest to produce an identity document;
- 7.3 Individually encrypted electronic keys shall be used to access the apartments and common areas; each registered guest shall be given one key maximum. Guests shall pay for the keys according to the current price list.
- 7.4 When receiving visitors, the User shall meet the visitor in person in the hall and proceed to the apartment together with them;
- 7.5 Full responsibility for the guests' stay in the apartments and common areas shall be imposed on the User who invited them;
- 7.6 The User shall notify the Operating Company of the guests staying (for more than 1 day) in the apartment and shall have them registered with the front desk against an identity document and under a rental agreement/application for apartment sharing.
- 7.7 It is prohibited to hand electronic keys over to any unauthorised persons;



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7.8 Any additional electronic keys shall be made upon the User's personal written application in accordance with the Price List;

7.9 An electronic key shall be given to the User against an identity document;

7.10 The entrance doors of the apartments shall be kept closed

8. The User is aware of and agrees to the use of video surveillance systems in the common areas (except for the toilet cabins).

9. It is prohibited to hand over to the front office any envelopes, parcels, bags, boxes, packages, etc., to be stored and/or delivered to any third parties.

10. The User shall notify the Operating Company in advance of any intended long-term absence (over 10 days) and provide telephone numbers of the authorised persons for any unforeseen situations

11. The User shall strictly observe the fire safety regulations and shall avoid the occurrence of fires. The User shall not use open flame. In case of fire, the User shall report it to the Complex administration immediately and shall leave the premises using emergency stairs according to the evacuation plan available in the corridor on every floor.

12. The Users are prohibited from keeping arms, ammunition, explosive, chemical, radioactive, toxic and highly flammable substances, explosive items, drugs and psychotropic substances, other objects dangerous to public safety and order.

13. The Users who, considering their line of work, have the right to bear and to keep arms, shall at the request of a security officer produce documents confirming such right. The Users are in any case prohibited from openly carrying any types of weapons, as well as special munition, even when in the pursuance of their duties.

14. It is prohibited to drink alcohol and to stay in the common areas when heavily intoxicated or impaired by drugs.

15. Persons with identified infectious and epidemiological diseases are prohibited from staying in the common areas.

16. Persons who disturb the public peace and show clear signs of aggression with respect to others, are prohibited from staying in the common areas.

SMOKING ON THE TERRITORY OF THE COMPLEX

17. It is prohibited to smoke tobacco, smoking mixtures, hookah on the territory of the Complex, including in elevators, apartments, corridors.

18. In accordance with Federal Law "On Protecting the Health of Citizens from Exposure to Ambient Tobacco Smoke and the Effects of Tobacco Consumption" No. 15-FZ dated 23.02.2013, smoking is prohibited in all common areas and at all the premises comprising the common property.



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19. Should any instances of smoking be discovered, infringers shall incur a penalty in accordance with the current legislation of the Russian Federation.

LIABILITY FOR NON-COMPLIANCE WITH THE RULES

20. The Users shall be held liable for non-compliance with these Rules in accordance with the current legislation of the Russian Federation.

21. Infringement of the Rules shall be confirmed with the relevant Certificate drawn up by the authorised representative of the Operating Company in the presence of witnesses.

22. In case of the User's non-compliance with these Rules, the Operating Company shall be entitled to impose a penalty in accordance with the current Price List and to demand that the User reimburse it fully for the losses incurred through the User's fault.

FINAL PROVISIONS

23. The Operating Company shall notify the User in advance of any meter inspection, garbage collection from the territory, and any other activities by putting up the relevant notices at the front desk or on information stands.

24. These Rules, as well as the current Price Lists and information on the Operating Company are available on a round-the-clock basis at the front desk or on information stands.

DISPUTE SETTLEMENT PROCEDURE

25. Any disputes and disagreements shall be settled through negotiations.

26. Infringement of these Rules, rules of sanitary maintenance of common areas, staircases, entrances, adjacent territories, infringement of rules of operation of the apartments, engineering equipment, mismanagement thereof, and unauthorised improvements and alterations to the apartments, improper use thereof, damage to the apartments, equipment, and amenities shall be punishable under criminal or administrative law in accordance with legislation of the Russian Federation.

