

OÜ MUUSA MAJUTUS DORMITORY RULES AND REGULATIONS, Annex No. 2

I. GENERAL PRINCIPLES

1. These rules and regulations (hereinafter referred to as the "Rules") apply to all individuals who have a rental agreement with OÜ Muusa Majutus (hereinafter referred to as Dormitory). The Rules function alongside the rental agreement terms (Appendix No. 1), the student housing facilities and inventory usage guide (Appendix No. 3), and other relevant documents that regulate rental relationships.
2. The Rules establish and regulate tenants' relations with the landlord, the student housing, and each other, while also setting tenant behavior guidelines within student housing.
3. The Rules shall enter into force on January 1, 2012, and remain in force valid until modified according to clause 4.3 of the rental agreement terms.

II. ASSIGNMENT TO ROOMS Dormitory accommodations are assigned by the dormitory manager based on received applications and availability. Housing applications must be submitted through the dormitory website and are reviewed within five working days. If no vacancies exist, the applicant is placed on a waiting list. Upon obtaining a housing spot, a rental agreement is signed between the applicant (tenant) and the landlord. To occupy a room in dormitory, the tenant must:

1. Sign the rental agreement with the dormitory representative.
2. Complete and sign a room handover acceptance form with the landlord's representative, confirming the condition and inventory of the rented space.

Tenants wishing to change rooms must submit a written request to the landlord. If a suitable vacancy is available, a new rental agreement will be signed.

III. GENERAL RULES IN DORMITORY

1. The entrances to the Dormitory shall be locked.
2. Noise, loud musical instruments, and any disturbances that interfere with sleep are prohibited between 23:00 and 07:00. Tenants must adhere to general etiquette and conduct rules.
3. Tenants may receive visitors between 08:00 and 23:00 and are responsible for any damages caused by their guests.
4. Tenants must clean their own rooms, kitchen, and bathroom.
 - 4.1. Garbage must be disposed of in designated containers.
 - 4.2. If a tenant cannot maintain their space, they may use paid cleaning services as per the current price list.
 - 4.3. The kitchen must be cleaned after use, and appliances must be switched off.
 - 4.4. Room windows must be cleaned at least twice a year.
 - 4.5. Refrigerators in student housing must be cleaned regularly, including defrosting the freezer when necessary.
 - 4.6. The administration inspects common areas twice a year.If a tenant fails to maintain cleanliness despite a warning, the landlord will arrange cleaning services, which the tenant must pay for.

5. The dormitory administration conducts regular cleanliness inspections of the rooms once a week. Each week, the dormitory manager randomly selects 4–5 living units (boxes) for inspection, focusing primarily on the condition of the kitchen and bathroom. Residents will be notified of inspections at least seven days in advance. Shared areas must be kept as clean and orderly as possible. A cleaning guideline will be sent to residents via email and is also available upon request from the dormitory administration.
6. Tenants must take care of the property and prevent damage. Locked doors must remain

locked after use. Tenants causing damage are responsible for compensation.

Before the start of the new accommodation period the manager shall inspect the condition of the property between June 1 and 30.

7. In case of fire or an alarm, tenants must evacuate immediately using designated routes and notify emergency services (112) as well as the administrator.

8. The following activities are prohibited in student housing:

8.1. Consumption of alcohol, drugs, or toxic substances, as well as being under their influence.

8.2. Storage of narcotics, toxic materials, or flammable substances.

8.3. Open flames, excessive heat, steam, or smoke, including candles, incense, and hookahs.

8.4. Keeping pets.

9. Tenants are not allowed to:

9.1. Drilling holes or making openings in the walls, ceilings, floors, doors, etc. of rooms, or otherwise damaging the surfaces of the room (e.g. attaching or gluing signs, posters, and other items), independently repairing materials and items, performing electrical work, as well as mounting furniture, household items, and appliances on the wall is prohibited – such work may only be carried out by the landlord's representative

9.2. Use their space for business, meetings, or register a company at the housing address.

9.3. Provide keys or electronic access cards to others.

9.4. Remove common-area furniture or inventory.

9.5. Install washing machines in the Dormitory and use it.

10. Parking vehicles on sidewalks or green areas is prohibited. Vehicles must be parked in designated spots.

11. Notifications to tenants are published via email, bulletin boards, or the portal www.yhikas.ee.

IV. LEAVING THE DORMITORY

1. Tenants must give the administrator at least 30 days' written notice before terminating the rental agreement. The agreement terminates at the end of the calendar month following notification. The tenant must pay rent until the termination date and settle any debts.

2. The tenant must clean their accommodation and ensure all provided furniture and inventory are in place before leaving.

3. The landlord's representative will conduct an inspection and verify property conditions in an inventory handover act, signed by both parties.

4. If the tenant fails to clean their space properly, the administration will arrange cleaning services at the tenant's expense.

5. Lost or damaged inventory must be compensated by the tenant at its current value.

The terms and rules were approved by the director of OÜ Muusa Majutus on November 15, 2011, updated on Nov 30th 2025