



House Rules

(even Paradise must have rules)

Bohol Jewel Residences "House Rules" are in place to ensure the optimal enjoyment of the premises by all residents (lessees and other guests). The premises of Bohol Jewel Residences (BJR) are owned by the shareholders of Bohol Jewel Corporation (BJC), a separate legal entity licensed by law to operate in the Philippines. Should there be a conflict of interest with these House Rules the BJC management will prioritize the enjoyment of shareholders over the enjoyment of other residents or guests. These House Rules are also called "guidelines and rules for the operation of the apartment units" in the lease agreements. They are created and adopted by the Board of Directors of BJC (the Board), also called the "Management Committee" in the lease agreements, and subject to changes proposed by the Board and voted upon by a majority of shareholders.

The apartments are for residential use only. Any business or commercial use of the apartment is strictly prohibited with the exception of its sublease for residential use or if such business or commercial usage is with the express consent of the Board. Owners and residents shall comply with any and all laws, ordinances, rules and regulations or orders of the National, Provincial or City Government, pertaining to the use of occupancy and sanitation of the apartments. Violations of these House Rules may subject owners or guests to penalties including forfeiture of the lease agreement and a permanent ban from the premises.

1. Owners and residents and their household members, guests and visitors (referred to as Lessees) are requested to treat all other residents, and their guests and visitors as you would expect to be treated with **courtesy and respect**. Anyone who is seen or heard using profane language or behaving in a disorderly or violent manner shall be in violation of these House Rules and subject to a **2,000** peso fine per incident and/or removal from the premises.

2. The Board of BJC values our staff. The staff of BJC shall be treated with respect and not in any way be intimidated, sexually advanced upon, spoken to using profanity in any language, touched inappropriately, wrongly accused, demeaned, insulted, or treated inappropriately in any way. Any such violation, depending on severity, will be met with detention by our security staff, removal from the premises, imprisonment, legal action, fines, permanent ban from BJR, and cancellation of the lease agreement. If a staff member resigns as a result of these violations the perpetrator will also be responsible to pay all future benefits legally entitled to the employee including Christmas bonuses, 13th month salary, SSS, PhilHealth, Pag-Ibig, and the costs of finding and fully training a new replacement employee. Together these costs vary between **20,000 - 100,000** pesos depending on status and seniority of the employee.

3. Residents and guests are likewise advised to refrain from causing disturbance and commotion inside the premises, including but not limited to, very loud music, commotion, altercations, loud celebrations, etc, or to perform any act that is prejudicial to the rights of BJC and other residents or degrade its interests or the interests of other residents. Quiet hours are from **10pm to 8 am**, with exception made only by per-approval from the Board. During quiet hours residents and guests are asked to refrain from making noise that can be heard by other residents or guests. Violation of these House Rules and subject

to a **2,000** peso fine per incident and/or removal from the premises.

4. No pet policy.

5. Parking for cars and motorbikes is provided on a short-term, first-come/first-serve basis. Please follow the signage for different sections for car and motorbike parking. Cars and motorbikes can stay in the parking lot for up to 72 hours without moving to be considered short-term. After 72 hours in the same space without moving the vehicle will be considered long-term and will not be allowed in the BJC front parking lot. We do have off-site parking for the storage of long-term vehicles so please contact the front desk if you need that.

6. Guests and visitors of residents who are accompanied by a resident at all times and comply with the House Rules and Regulations may use the pools and children's play areas (up to four visitors at any time).

7. Use of residential apartments. Each apartment may reside a maximum of three adults and one child, or two adults and three children. All residents must be registered with the front desk. Residents may invite guests or visitors during the daytime up to four per apartment. Guests or visitors are not allowed to reside or sleep overnight in the apartments. Kindly inform the front desk if you are planning a birthday or other party so we can warn other residents in advance. Otherwise, guests, visitors and unauthorized persons are not allowed to use the facilities. Violation of these House Rules and subject to a **2,000** peso fine per incident and/or removal from the premises.

8. Swimming pool. The swimming pool and surrounding areas are reserved for residents and their guests (up to four per apartment). The swimming pool and pool bar will be open from 7am to 10pm daily. Violation of these House Rules and subject to a **2,000** peso fine per incident and/or removal from the premises.

9. BJC Management reserves the right to limit the number of guests and visitors who are allowed to use the facilities, particularly over periods of peak use by residents to ensure that residents have first priority to use and enjoy the facilities.

10. Common areas. The following are prohibited from common areas:

- Indecent attire or exposure.
- Obstructing or restricting the entrances, exits, parking spaces, driveways or any part of the common areas. **500** pesos fine per incident.
- Permanent or temporary storage.
- Posting of any notice, sign, poster, form of advertising.
- Radios and other sound or electronic equipment, other than personal types of such equipment, except for portable radios or sound equipment used with headphones
- Smoking and other tobacco except in designated smoking areas.
- Spitting and littering. **500** pesos fine per incident.
- Stepping on plants, picking of flowers, and climbing on plants or trees. **500** pesos fine per incident.
- Any intentional destruction of BJC property will be subject to a **2,000** pesos fine plus the cost of replacing the broken property.

11. Balcony appearance. Because the central courtyard and balconies are of utmost importance to all residents, there is no "airing of laundry" or other personal property to be visible on the balcony. Drying

of laundry can be done using a clothes dryer, or using the clothes lines within the maintenance area. Other personal property, political views, or artistic signage that may be of one taste, may not be approved by others and therefore is not welcomed on the courtyard balconies. **500** pesos fine per occurrence per day.



Not OK



OK

12. BJC management including security guards, staff, etc. are authorized to take the following actions as they deem necessary for safety: 1)Close facilities to allow for cleaning and maintenance, 2)Request users to leave the facility/area, 3)Regulate the number of owners/residents and visitors/registered guests using a facility, or 4)Refuse entry to any person to ensure the safety of other users/occupants.