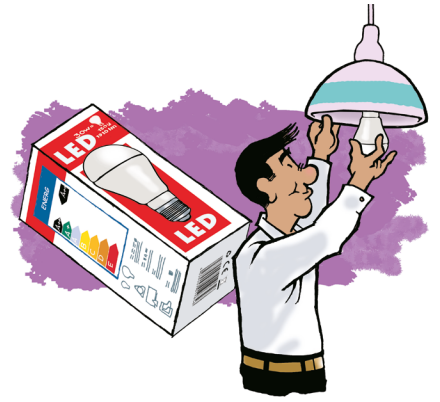


REPAIRS AND DAMAGE IN THE APARTMENT

Is there a technical problem? Have you found some damage that needs repairing? This information sheet tells you about repairs and damage in the apartment. Your rental contract tells you which repairs you must do yourself. Also note that you are required to inform the landlord about certain damages.



REPORTING DAMAGES TO THE LANDLORD

Every tenant is required to immediately report any damage to the landlord, so that greater damage can be avoided.

EXAMPLE 1: REPORTING OF WATER DAMAGE

Damage can result from things like a broken water pipe, a leaking or broken washing machine, overflowing bathtubs, or leaky roofs. You can see such damage by the discolored spots on the ceilings and walls. Such damage must be immediately reported to the landlord to prevent even worse problems.

EXAMPLE 2: REPORTING OF MILDEW

The landlord must also be informed of the growth of mold and mildew. It is difficult and expensive to remove mold if the damage isn't reported early. Mold can spread very fast. It is also a danger to your health.

Number in case of emergency



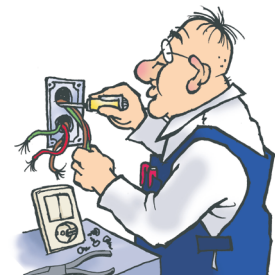
THE FOLLOWING REPAIRS CAN ONLY BE CARRIED OUT BY PROFESSIONALS:

EXAMPLE:

Electricity: laying electrical wiring, installing additional outlets, replacing electric switches, connecting electric stoves, etc..

Gas: all repairs to gas appliances, like gas stoves or gas heaters or water heaters; connecting gas stoves, damage to gas lines, etc.

Water: laying water pipes and connections, connecting washing machines or dishwashers, replacing toilet tanks, unclogging water pipes, etc.



IMPORTANT TO KNOW

Repairs and work on the apartment's electrical wiring and gas and water pipe lines is only allowed to be done by professionals.

RENOVATIONS/STRUCTURAL CHANGES IN THE APARTMENT

WRITTEN CONSENT OF THE LANDLORD

You are not allowed to remove or shift any walls without the written consent of the landlord. Doors and windows cannot be replaced or removed.

Such work must be carried out by a specialized firm.



AS A TENANT, YOU ARE ALLOWED TO DO THE FOLLOWING WORK AND REPAIRS YOURSELF

The rental contract usually says which repairs the tenant is required or allowed to perform himself.

COSMETIC REPAIRS

Cosmetic repairs include:

- painting the walls
- wallpapering



EXAMPLE 1:

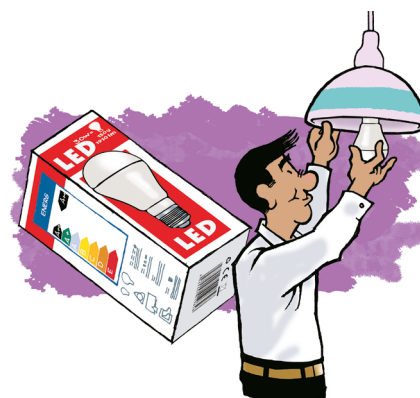
You can replace lighting elements (light bulbs) in lamps on your own.

- ➔ **TIP 1:** If you replace your old light bulb with an LED bulb, you will save electricity costs in the long run.

EXAMPLE 2:

You may use screws and hooks to secure curtains, wardrobes, shelving, etc. to the walls. You must fill in the holes in the walls again when moving out.

- ➔ **TIP 2:** Before boring a hole into the wall or hammering in a nail, make sure you won't hit any hidden electric wires.



Please ask your landlord what other renovation work you are required to do.