



# Greensleeves Body Corporate

## **RULES OF CONDUCT**

JUNE 2006

All previous versions of the Rules of Conduct are hereby revoked. No reference to previous versions of these rules will be considered.

These rules are legal and binding to all owners, their contractors, tenants, employees, visitors, guests, and any other person entering Greensleeves.



### **DEFINITIONS**

- “The Act” means the South African Sectional Titles Act 95 of 1986.
- “Body Corporate” means the association of registered owners of sections within the complex of Greensleeves.
- “Common Property” means the land registered in the name of the Body Corporate which includes, but may not necessarily be limited to the refuse area(s), the postal area(s), the entrance, common property parking area(s) and roads.
- “Complex” means erf \*\* aka Greensleeves.
- “Managing Agent” means Eagle Blue Property Group.
- “Section / Unit” means the individual portions of erf \*\* aka Greensleeves as registered in the names of the Body Corporate members.
- “Trustees” means a member of the board of the complex representing Greensleeves and refers to a position in the Body Corporate, voluntarily assumes, where the incumbent is responsible for some aspect or portfolio in the running of the Body Corporate.

- “Levies” means the Body Corporate levy, i.e. funds collected by the Managing Agent from all registered homeowners in the complex for the purpose of maintaining and improving the common property of Greensleeves.
- “Person” means an owner, resident, occupant, tenant, visitor to the complex, child or child of a resident or owner, or employee of any occupant, or any guest in Greensleeves.
- “SAPS” means the South African Police Service.
- “SPCA” means the Society for the Prevention of Cruelty to Animals.
- “In Writing” shall include e-mail and stamped mailed letters.



Welcome to Greensleeves.

For your ease of mind and information we attach a copy of the Rules of Conduct and would appreciate it if you and your family would familiarise yourselves with them.

It is the objective of the Trustees to provide the carefree atmosphere you envisaged when you made the decision to either purchase or rent a section in Greensleeves, but, in order to achieve this, these Rules of Conduct are necessary. They have been established to promote good neighbourly relationships and protect individual unit owners. Living in close proximity to your neighbours makes one more aware of their activities, and them of yours. Restrictions do have a positive connotation – the benefit and protection that you can obtain from their existence and enforcement. The benefits that accrue from these restrictions are for the benefit of all.

In the event of a disagreement, disturbance or complaint occurring between residents, an attempt shall first be made by the parties concerned to settle the matter between themselves. Should the problem not be able to be solved amicably, the matter shall be brought to the attention of the Trustees in writing via the Managing Agent. The Trustees may require that a complaint be submitted to them in the form of an affidavit prior to their acting on it.

The Body Corporate / Trustees / Managing Agent and their staff shall not be held liable for any injury or loss or damage of any description which an owner or occupier of a section or any member of his family, or his staff, or friend, acquaintance, visitor or guest may sustain, physically or to his or their property, directly or indirectly, in or about the common property or

in individual units by reason of any defect in the common property, its amenities or for any act done or any neglect on the part of the Body Corporate employees, agents or contractors.

Notwithstanding the manner in which the clauses in these Conduct Rules have been grouped together or linked, each of them constitutes a separate and independent clause, severable from each of the other clauses in regard to all aspects thereof. Accordingly, should one or more of the clauses be declared unenforceable, the remaining clauses shall continue to be and remain in full force and effect.

In terms of the Sectional Titles Act 95 of 1986, the following applies:

## **1 STATUTORY AND GENERAL**

An owner

shall not use his unit, exclusive area or any other part of the common property, or permit it to be used, in such a manner as to be a nuisance to any other owner or injurious to the good name of the complex;

shall not contravene, or permit contravention, of any law, ordinance, proclamation or statutory regulation or the conditions of any licence relating to or affecting the occupation of the complex or the common property, or contravene or permit contravention of the conditions of title applicable to his unit or to his exclusive use area;

shall not make alterations which are likely to impair the stability of the building or the use and enjoyment of other units, the common property or exclusive use area;

shall not do anything to his unit or exclusive use area which is likely to prejudice the aesthetic appearance of the building;

shall, when the purpose for which an exclusive use area is intended to be used as shown expressly or by implication on or by registered sectional title plan, not use or permit to be used such exclusive area to be used for any other purpose, except that with the written consent of the Trustees, such exclusive use area may be used for another purpose; and

shall not construct or place any structure or building improvement on his exclusive use area without the prior written consent of the Trustees, which shall not be unreasonably withheld.

The provisions of these Conduct Rules and the duties of the owner in relation to the use and occupation of units and common property shall be binding on the owner of any unit and any lessee or other occupant of the unit, and it shall be the duty of the owner to ensure compliance with the Conduct Rules by his lessee or occupant including employees, guests and any member of his family, his lessee or his occupant.

## **2 ANIMALS, REPTILES AND BIRDS**

2.1 An owner or occupier of a section shall not, without the written consent of the Trustees, which approval may not be unreasonably withheld, keep by animal, reptile or bird in a section or on common property.

2.2 When granting such approval, the Trustees may prescribe any reasonable condition.

2.3 The Trustees may withdraw such approval in the event of any breach of any condition prescribed.

2.4 No animal is permitted on common property unless it is at all times restrained by a leash under control of a person.

**2.5 No dogs may NOT roam the common area under any circumstances.**

2.6 All animals must wear an identification tag with the unit number and details of the owner. Animals that are not tagged will be deemed to be strays and removed from the premises of Greensleeves by the SPCA, Animal Anti-Cruelty League or other relevant authorities.

2.7 Should an animal defecate on common property, such excrement must be removed by the owner of the animal and deposited in a plastic bag in a refuse bin.

2.8 The feeding of birds or stray animals on the premises and common property is prohibited. A bird feeder at the individual unit is, however, permitted.

- 2.9 No bird aviary is permitted on the common property or in any garden adjoining a unit.
- 2.10 Where a kennel is supplied for an animal, written permission for the kennel must be obtained from the Trustees prior to its purchase. The kennel may not be visible from any portion of the common property.
- 2.11 Only two small-sized dogs are permitted **OR** one medium-sized dog **OR** one small-sized and one medium-sized dog are permitted. The Trustees will from time to time determine the definition of a small-, medium- or large-sized dog and reserve the right to amend the description thereof at any time within reason and upon consultation with the owner of the dog.
- 2.12 Only two cats per unit are permitted.
- 2.13 Should any owner fail to comply with any condition laid down by the Body Corporate contained herein or amended from time to time by the Trustees, and the owner remains in breach after being given notice to remedy such breach within seven (7) days of receipt of such notice, the Trustees reserve the right to request that such pet(s) be removed from Greensleeves with immediate effect.**

### **3 ERADICATION OF PESTS**

- 3.1 All owners shall keep their sections free of white ants, borer and other wood destroying insects and, to this end, shall permit the Trustees, Managing Agent and their duly authorised agents or employees to enter upon such section from time to time for the purpose of inspecting the section and taking such action as may be reasonably necessary to eradicate any such pests.
- 3.2 The costs of such inspection, eradication of any such pests as may be found within the section, replacement of any wood or other material forming part of such section which may be damaged by any pests shall be borne solely by the owner of the section concerned.

### **4 MOTOR VEHICLES, USE OF DRIVEWAYS AND PARKING AREAS**

- 4.1 A speed limit of 10 km/h shall be strictly observed at all times on the common property driveway.**
- 4.2 Vehicles may not under any circumstances be driven on the common property in a manner which is reckless or creates a nuisance or is considered by the Body Corporate not to be in the interests of safety.
- 4.3 **No hooters shall be sounded within the common property**, other in the case of an emergency.
- 4.4 Vehicles may be parked only in such areas of the property as are specifically demarcated by the Body Corporate for that purpose and in such a manner that does not obstruct the flow of traffic or access from parking bays. Should a vehicle be parked in such a manner so as to cause obstruction, the offending vehicle will be towed away and impounded at the expense of its owner.
- 4.5 No person shall use the demarcated parking area for anything other than the parking of a motor vehicle. Dumping of rubble of any sort or the storage of any goods on the common property will not be permitted under any circumstances.
- 4.6 Damaged vehicles, vehicles that are not in general use, or vehicles that drip oil, brake fluid or any substance on the common property, other than for such short periods as may be approved in writing by the Trustees, will not be permitted. Prior permission must be granted by the Trustees. Any damage or mess resulting from such a vehicle will remain the responsibility of the vehicle owner to clean up or repair.
- 4.7 No trucks, caravans, trailers, boats or heavy vehicles are permitted to be parked on any portion of the common property without the prior written consent of the Trustees. Any such vehicle must be registered with the Trustees and display in a visible manner the unit number of the owner. The Trustees reserve the right to instruct that any such vehicle parked, standing or abandoned on the common property in contravention of the Conduct Rules contained herein be removed or towed away at the risk and expense of the vehicle owner.

- 4.8 No person may dismantle or effect repairs to any vehicle whatsoever on any portion of the common property.
- 4.9 Vehicle alarms that are activated must be attended to immediately. Should any owner of a vehicle be absent from the complex, and the alarm causes a disturbance to other residents, the Trustees reserve the right to have the alarm deactivated in whichever manner deemed fit at the expense of the vehicle owner.
- 4.10 The parking of vehicles on the common property is subject to the express condition that every vehicle is parked at the risk and responsibility of the owner of such vehicle and that no liability shall be attached to the Body Corporate or its agents or their employees for any loss or damage of whatever nature which the owner, or any person claiming to be such, may suffer. The owner of the section remains responsible for informing his visitors, guests, employees or tenants of the correct parking procedures.

## 5 BEHAVIOUR OF RESIDENTS, CHILDREN AND VISITORS

- 5.1 Unit owners will be held responsible for any costs incurred should their tenants, guests, visitors, employees or children cause damage or loss of whatsoever nature in or in any part of Greensleeves. **The full cost for such repair or replacement will be debited to the next levy account of the unit owner.**
- 5.2 Children may under no circumstances play, ride bicycles, roller blades, quad bikes, scooters, skate boards or any motor propelled toy, i.e. remote controlled toys etc., in or on common property, driveways or any other part of the common property during peak hours, being 06h00 to 09h00 and 16h00 to 18h30 each and every day.
- 5.3 Ball games of any nature whatsoever are prohibited on the common property driveway.
- 5.4 Should the Body Corporate face any legal action or incur any legal expense or penalty or repair to any part or parts of the common property as a result of misbehaviour by

any owner, tenant, visitor, guest or child, the unit owner, parent and/or responsible persons concerned will held fully liable for the costs of the repair or replacement or any loss to the Body Corporate.

5.5 No games are permitted on areas other those specifically designated for that purpose.

**5.6 Right of admission to Greensleeves is reserved and appropriate action will be taken for the removal of any persons causing a disturbance on common property.**

5.7 Children are to be supervised by a responsible adult at all times within reason.

## **6 REFUSE REMOVAL**

6.1 An owner or occupier of a section shall place all household refuse in a secure and appropriate bag and deposit same in the refuse bins located at the main gate.

6.2 No refuse bins are permitted to be visible in or around any unit.

6.3 Under no circumstances are refuse bags or boxes or any rubble permitted to be left outside any unit.

6.4 Building rubble will not be removed by the Body Corporate. The unit owner shall be held fully responsible for the removal of all his rubble at his expense.

## **7 BUSINESS, AUCTIONS AND JUMBLE SALES**

7.1 No business or trade of any nature whatsoever may be conducted in any unit or on common property subject to the provisions of Section 44 of the Act.

7.2 No auctions or jumble sales are permitted on the common property or in any unit.

## **8 DOMESTIC AND PRIVATE STAFF**



- 8.1 An owner or occupier of a unit shall be held fully responsible for the activities and conduct of his private employees, specifically and especially, but not limited to, chars, domestic workers, etc. and shall ensure that such employees understand and are not in breach of the Sectional Titles Act 95 of 1975, as well as these Conduct Rules, national or provincial legislation or local authority by-laws which may affect the complex.
- 8.2 Chars, domestic workers, or any such employee are under no circumstances permitted to loiter on the common property, or cause undue noise or disturbance within individual units or on the common property or elsewhere within Greensleeves.
- 8.3 Owners and occupiers of the individual units are to ensure that their staff adheres to the Conduct Rules in respect of the times that their visitors are in the complex.
- 8.4 Individual domestic accommodations are part of the Sectional Title Deeds of specific individual units and, therefore, all repairs and maintenance pertaining to these sections will be for the sole account of the relevant individual unit owner.
- 8.5 Responsibility lies with the individual unit owner to notify the Trustees in writing of the names of the authorised persons utilising his domestic facilities. Should the Trustees not be notified in writing, the person may be denied entry into the complex.
- 8.6 Only persons employed on a full-time basis by owners of units in Greensleeves are permitted to reside on the premises. Each domestic accommodation is permitted a maximum of two (2) persons at any one time. Visitors to this section are not permitted to stay overnight without the written consent of the Trustees.

## **9 FIREARMS, FIREWORKS AND THROWING OF STONES**

- 9.1 No firearms, BB guns, fireworks or any other such items are permitted to be used on the common property of Greensleeves Body Corporate.

## **10 FIRE EXTINGUISHERS / HYDRANT CONNECTIONS**

- 10.1 The fire hydrant connections in the complex may not be tampered with under any circumstances and no stones or other items may be thrown down the pipes of these. Parents are to instruct their children accordingly. If any person is found to be in breach of these Conduct Rules, they will be held fully responsible for the costs incurred in repairing any damages and they will be reported to the relevant authorities.

## 11 LAUNDRY

- 11.1 Any laundry hung out to dry is at the sole risk of its owner.
- 11.2 Only suitable clotheshorses are permitted. These must be taken indoors as soon as the clothes are dry.
- 11.3 An owner or occupier of a section shall not, without the written consent of the Trustees, erect his own washing line, or hang any laundry whatsoever or any other items on any part of the building or common property so as to be visible from outside the building or from any other section.
- 11.4 Only designated areas are to be used for hanging laundry.

## 12 LITTERING

- 12.1 An owner or occupier of a unit shall not deposit, throw or allow any refuse to be thrown, including excrement, dirt, building rubble, cigarette butts, food scraps or any other litter on the common property.

## 13 LETTING OF UNITS

- 13.1 All tenants or other persons granted the right of occupancy by the registered owner of a unit are obliged to comply with these Rules of Conduct notwithstanding any provision to the contrary contained in any lease agreement or any grant of rights of occupancy. **These Rules of Conduct are to form an addendum to any lease agreement. If a tenant is in contravention of any of the Rules of Conduct**

**contained herein, the responsibility rests with the registered unit owner to take the relevant course of action against their tenant and proceed to have their tenant evicted. The Body Corporate, Trustees or Managing Agent will not be held responsible for taking disciplinary action or rectifying the behaviour of the tenant concerned.**

13.2 For reasons of security, the registered owner of a unit, the agent managing the lease on behalf of the registered owner, or the prospective tenant shall be obliged to notify the Trustees in writing within fourteen (14) days of the conclusion of the lease of his unit of the full names of the tenant and period of the lease. Similarly, a registered owner shall forthwith notify the Trustees in writing of the full names of any other person granted rights of occupancy.

**13.3 A maximum of four (4) persons are permitted to occupy a unit when renting.**

#### **14 MOVE-IN AND MOVE-OUTS**

14.1 The Trustees are to be notified in writing of any persons moving in or moving out of the complex in order to ensure that owners, their tenants, domestic staff or contractors do not cause damage to the entrance gate, paving or any common property while moving.

14.2 Should it become apparent after a move, or completion of a contract, that damage has been caused to any common property, the owner concerned will be held responsible to the Body Corporate for any repairs required.

#### **15 NOISE**

15.1 An owner or occupier of a unit shall ensure that he and his visitors or guests do not make or cause undue levels of noise at any time. This rule is applicable to the building and common property. Excessive noise levels, which do not cease on the request of a fellow resident, will be reported to the SAPS or Metro Police as disturbance of the peace.

- 15.2 All work resulting in excessive noise, i.e. construction and alterations within a unit, is limited to weekdays between 08h00 and 17h00 and to Saturdays between 08h00 and 13h00 only. No such work may be undertaken on Sundays or public holidays. Any knocking in of nails or drilling should be undertaken at reasonable hours so as not to disturb other residents.
- 15.3 All noise levels are to be kept to a minimum with extra attention between the hours of 14h00 and 16h00 on weekends, with no excessive noise at all after 22h00 during weekdays and over weekends.**
- 15.4 No owner or occupier of a unit shall do or permit to be done or persist in doing any act, matter or thing which may cause or tend to cause a nuisance to any other owner or resident of the complex, including the playing of loud music, musical instruments, radios, CD players, television sets, singing, etc.
- 15.5 Social functions are to be limited to a size and noise level that exhibits due regard for neighbouring unit holders and the size of the unit where the function is to be held. Any owner arranging a large function/party must notify the Managing Agent and the occupants of surrounding units, and adhere to the Rules of Conduct contained herein, as well as ensure that all visitors and guests adhere to these.
- 15.6 The staff of any occupant is to make every effort to perform their duties quietly and avoid any disturbance, vocal or otherwise, on the common property. The same is applicable to employees, occupants, visitors or guests in an effort to avoid any vocal disturbance on the common property or in any section.
- 15.7 Unruly and dangerous behaviour or behaviour which constitutes a nuisance or disturbance of the peace on the common property or in exclusive use areas or in the unit is strictly prohibited.
- 15.8 No gatherings or functions are permitted under carports, in the driveway, or on the stairwells or passages.**

## **16 SIGNS AND NOTICES**

- 16.1 No owner or occupier of a unit shall place or permit to be placed any sign, notice, billboard or advertisement of any kind on or at the unit or on or about the common property and the pavement without the written consent of the Trustees.
- 16.2 Any owner selling his unit is to notify the Managing Agent of such in writing and of any pending sale show days that are planned. An owner is obliged to ensure that he instructs his Estate Agent according to the Rules of Conduct herein and that a copy will be issued him by the Managing Agent.
- 16.3 No Estate Agent may display notice boards, signs or any other advertisement without the prior written consent of the Trustees. Failure to comply will result in the boards being removed.

## **17 SWIMMING POOL AND RECREATIONAL AREA**

- 17.1 The swimming pool and surrounding recreational area are for the exclusive use of residents of Greensleeves and their guests.**
- 17.2 Persons making use of the swimming pool do so at their own risk and the Body Corporate hereby indemnifies itself against and cannot be held responsible for any damage to property, injury or death resulting or caused during the use of the swimming pool and surrounding recreational area.
- 17.3 Children under the age of ten (10) years making use of the swimming pool or surrounding recreational area must be accompanied and actively supervised by a responsible adult or person over the age of eighteen (18) years. This person should be a competent swimmer.
- 17.4 Residents making use of the swimming pool facilities are required to clean up all refuse after their use thereof. No litter may be left strewn over the swimming pool area.
- 17.5 The throwing of any object whatsoever into the swimming pool is strictly prohibited.
- 17.6 The swimming pool gate is to be kept closed at all times.

- 17.7 No animals are permitted into the swimming pool area.
- 17.8 No bicycles, skate boards, roller blades, inflatable objects, surfboards, belly boards, balls, etc. are permitted in the swimming pool area.
- 17.9 Unruly and dangerous behaviour or behaviour that constitutes a nuisance or disturbance will not be tolerated.
- 17.10 No persons with an infectious disease or with open wounds of any type are permitted to make use of the swimming pool.
- 17.11 No alcohol or consumption of alcoholic beverages, glass bottles or the like are permitted in the swimming pool area.

## **18 DAMAGE, ALTERATIONS OR ADDITIONS TO THE COMMON PROPERTY**

- 18.1 An owner or occupier of a section shall not be permitted to mark, paint, drive nails or screws or the like into, or otherwise cause damage, or alter any part of the common property without the written consent of the Trustees.
- 18.2 Notwithstanding rule 18.1, no owner or any person authorised by him to do so may install
- 18.2.1 any locking device, safety gate, burglar bar or other safety device for the protection of his section; or
- 18.2.2 any screen or other device preventing entry of animals or insects unless the Trustees have approved in writing the nature and design of the device and the manner of its installation in the first instance.

## **19 BUILDING, INTERIOR AND EXTERIOR ALTERATIONS, INCLUDING ERECTION OF AERIALS, SATELLITE DISHES FOR RADIO AND TELEVISION**

- 19.1 Prior to any structural alterations being undertaken, the period within which the work is to be completed must be agreed upon with the Trustees and be **strictly** adhered to. A monetary deposit may be called for at the discretion of the Trustees, and will be forfeited if the work undertaken is not completed by the deadline, or in the event of the

- common property being damaged in any way by the unit owner or his workmen/contractors during that in which the structural alterations are undertaken.
- 19.2 Alterations are to be carried out during reasonable hours, being weekdays between 07h30 and 17h00 and Saturdays between 08h00 and 13h00. No such work is to be carried out on Sundays and public holidays and are not to cause undue disturbance to other residents.
- 19.3 Subject to the above Rules of Conduct, alterations or decorations to the exterior of a unit, including radio/television aerials and satellite dishes or to the exclusive use areas, or to any other portion of the common property, may not be undertaken without the prior written consent of the Trustees and then only in accordance with the terms and conditions contained in such consent. Should there, in the opinion of the Trustees, be a possibility that an alteration or addition may negatively affect the structure of the building as a whole or any servitude or implied servitude as defined in Section 28 of the Sectional Titles Act of 1986, the Trustees may at their discretion require the unit owner to obtain a certificate signed by a practicing civil engineer certifying that the proposed alteration or addition will not adversely affect the structure or any servitude or implied servitude before granting their consent to such alteration or addition. All costs incurred in obtaining such a certificate will be borne solely by the unit owner.
- 19.4 Requests for consent to alterations, in terms of Rule 59 of the Sectional Titles Act of 1986, shall be made in writing to the Trustees and shall be accompanied by plans and specifications in accordance with Council submission criteria. All relevant information, such as information regarding dimensions, elevations, sections and the location of the proposed alteration must be clearly visible.
- 19.5 An owner or occupier, including his successor-in-title, of a section shall be obliged to maintain all alterations made by him to the exterior of his unit at his own cost in a state of good repair and take all responsible steps in order to keep them clean, hygienic, neat and aesthetically attractive.
- 19.6 If an owner or occupier of a unit fails to comply with the provisions of the above, and such failure persists for a period of thirty (30) days following written notice to repair or

- maintain from the Trustees or Managing Agent, the Body Corporate shall be fully entitled to remedy the owner's failure in question in such a manner as it deems appropriate and recover the cost incurred in doing so from the owner concerned.
- 19.7 Notwithstanding any approval granted by the Trustees in writing, no alteration to the exterior of a unit may be undertaken until all permits or approval from the necessary authority has been obtained, in particular with regard to the storage of building materials, such as sand and bricks, on the pavement. It is the sole duty and responsibility of the registered unit owner or occupier of the unit concerned to obtain such necessary permits or approval from the relevant authorities.
- 19.8 Should any alteration or addition to a unit obstruct any employee or contractor of the Body Corporate in performing any tasks on the common property or common services, the unit owner or occupier concerned shall be held liable for any additional costs incurred by the Body Corporate in performance of such tasks.
- 19.9 No structural alteration to the interior of a unit may negatively affect the structure or any servitude as defined in Section 28 of the Sectional Titles Act of 1986. No alterations to plumbing or electrical installations may take place without the prior written consent of the Trustees and the approval of the appropriate municipal authorities. The Trustees may at their own discretion require that a certificate signed by a practicing civil engineer certifying that the proposed alteration does not adversely affect the structure or any servitude or implied servitude before granting their consent to such an alteration or addition.
- 19.10 An owner or occupier of a unit shall not be entitled to interfere with the electrical installations and electrical plug points in the section, unless a properly licensed electrician is employed to undertake the work.
- 19.11 Interior repairs and maintenance to units, including the geysers and hot water systems, are the sole responsibility of the unit owner or occupier of the unit and neither the Trustees nor the Managing Agent nor any employee of the Body Corporate are to be requested to attend to such matters.



**19.12 The insurance excess due and payable in respect of a burst geyser or any other claim of an internal nature permitted under the current insurance policy is to be borne solely by the unit owner.**

19.13 In the event of a contractor damaging any part of the common property while carrying out his work, this damage will be inspected by the Trustees and Managing Agent and recorded in writing and signed by the relevant unit owner or contractor or the domestic staff member, as well as the Trustees. Should it become apparent after completion of the work that the contractor or any other person employed by the unit owner concerned is responsible for the damage caused; the owner concerned shall be held solely responsible to the Body Corporate for the costs incurred in any carrying out any repairs necessary.

19.14 An owner or occupant shall keep and maintain sewerage pipes and drains free from any obstruction and generally in a good state of repair.

## **20 LEVIES**

20.1 All levies are compulsory and must be paid into the Greensleeves Body Corporate banking account or via the Managing Agent on or before the seventh (7<sup>th</sup>) of each month.

20.2 Failure to pay over levies due, water and electricity amounts due on the due date will result in the disconnection of services to the unit concerned.

20.3 All decisions and action relating to the non-payment of levies will be strictly adhered to as is prescribed in terms of Management 31 of the Sectional Titles Act of 1986.

20.4 No unit owner may withhold payment for any reason whatsoever.

20.5 The financial year end of the Greensleeves Body Corporate is the thirtieth (30<sup>th</sup>) of September each year. The Trustees may at their discretion make a decision to increase the levy at a percentage that they deem adequate to cover the running expenses of the complex, with effect from the first (1<sup>st</sup>) of October each year without the prior approval of the Body Corporate. However, the increase and budget

pertaining thereto will be tabled and approved at the following scheduled Annual General Meeting of the Body Corporate.

