

**Welcome to Brf Sjöhästen!**

We are happy that you have chosen to live in the Tenant-Owners' Association Sjöhästen. We are confident that you will feel at home in our Association. It’s important that you as a member keep yourself updated on the rules and procedures that are to be found on our home page [www.sjohasten.se](http://www.sjohasten.se) and on the electronic information screens in the stairwells. You can also get in touch with the Board of the Association in case you have questions.

The e-mail address is info@sjohasten.se. The Board also has an office at Lomvägen 33, bottom floor, where mail to the Board can be left.

 ** Rules for Brf Sjöhästen**

Since April 2016 we have a set of rules for our Association. The rules are documented in a booklet which should be present in all apartments. In the booklet you will find important information on:

Patios on the entrance side of a house

Patios/decks on the balcony side of a house

Balconies

Storehouses

Spa baths on patios

The rules are also to be found on the home page under the tab
/ *Ordningsregler och boendeinformation*

The rules are accompanied by a contract, REGELVERK FÖR BRF SJÖHÄSTEN. **This contract must be signed at the time when an apartment is transferred to a new owner.**

 ** Broadband/Cable TV**

Without any extra charge you have access to the Tele2 digital cable-TV, so called *Basic Offer.* You can order a broadband service via the Internet Service Provider (ISP) of your choice. In each apartment there are two ways to connect to Internet: via the fiber optics socket and *Sollentuna Energi’s network* and via the “three holes in the wall” socket to the Internet services from *Tele2*. **The broadband networks in our apartments are owned by the Association.**

A list of selected ISPs which provide competitive broadband services via Sollentuna Energi’s network is to be found at

*https://www.seom.se/fiber-och-tv/fiber-till-flerbostadshus-och-samfalligheter/tjanster-och-leverantorer/*



 **Parking space in the Garage**If you need a parking space you should get in touch with HSB. This holds for parking in the garage for both cars and motorbikes. It’s possible to order a parking space equipped with a special power outlet for electric cars. You will get billed for this electricity together with the electricity used in your apartment. A parking space with a power outlet must be reserved and installed. There is a storage for tires in the garage. If you want to rent a place for your tires you should get in touch with the Board.

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**Access Control System**

The Access Control System VAKA is installed in all our 26 entrances with metal doors and in 17 additional doors, among them the six laundry room doors. A tag is required to open these doors. The system also includes electronic information screens, one in each stairwell. The laundry rooms are reserved via these screens or via Internet. The system has an intercom function. You have to notify the Association of your phone number to be able to use the intercom. Each apartment is initially allotted three tags, the members may buy additional tags.

These tags are also used to open the doors to the Recycling Station and to the Container Room.

**Electricity Contract**

The members don’t have to sign individual contracts, the Association has signed one contract for all apartments. You find the electric fee in the monthly invoice from the Association. For example, the consumption in the month of November will end up in the invoice for the month of March to be paid before the end of February. You can see your consumption by signing in to Magacon, you will get the login details from the Board.



 **Error Reporting**

If you have a dripping faucet, water floating in the toilet etc. you should go to the starting page of [www.sjohasten.se](http://www.sjohasten.se), where there is a link to HSB’s *Felanmälan* at the bottom of the page or to get in touch with the HSB Error Reporting function, phone number 010-442 11 00.

When summoning the emergency service special rules apply, please see the home page!



 **Laundry Rooms**The Laundry Rooms are located in the basements of Houses 31, 37, 41, 55 and 63. A laundry room for coarse materials is located in House 39, where there also is an ordinary washing machine and a large drying room. The laundry rooms are only intended to be used by members of the Association and for doing the members’ laundry. All laundry rooms are “**allergy laundries**”. If you have a pet, you should use the laundry room for coarse materials in House 39.

**Infobladet – Brf Sjöhästen**

Once a month the Board publishes information via *Infobladet* using the electronic information screens in the stairwells. *Infobladet* is also published on the home page of the Association under the tab *Information/Infobladet.*

 **The Recycling Station – in front of the garage close to the
       old boiler plant**

Household rubbish and food waste should be left in the Recycling Station. Environmentally friendly sacks for food waste are provided there. **Fold the sacks** and deposit them in the brown garbage cans. The other household waste is **put in plastic sacks which should be properly closed** and deposited in the green garbage cans. Large plastic garbage sacks and paper sacks are **not** permitted for household waste.

There are also containers for plastic packaging, for **small** paper packaging, for metal packaging (**not** pots and pans) and for uncolored and colored glass. There is also a container where you can deposit small electrical waste. We also have a box for light bulbs, a high round box for fluorescent lamps and a box for small batteries.

There is more information on the home page of the Association in the folder
/*Ordningsregler och boendeinformation/Miljöstationen*.

**Newspapers, flyers etc. should be left in the container at the entrance to the garage.**



 **A Container Room for large items of refuse**

This room is situated around the corner from the property manager’s office, entrance from Lomvägen. There is information on the door indicating what can/cannot be thrown in the container. Once a month, the container is replaced.

Environmentally hazardous refuse should be left at the closest recycling station capable of handling such items, for example *Hagbytipp* in Täby. The municipality of Sollentuna regularly visits the parking lot at *Kärrdalsskolan* with a mobile recycling station where you can deposit most of the things you can leave at a stationary recycling station. For information on which dates, please take a look in *Infobladet*.



 **The Reuse Station** is situated in house 55. That’s a place where you can leave things that you no longer have a use for but maybe others have. **Only members of the Association may leave and pick up things.** The Association donates items that have been around for a long time to a charity organization, please refer to the poster in the Reuse Station. It goes without saying that we only leave **clean and intact** things. Large objects such as for example tables, chairs and gym training equipment **can be advertised on the billboard in the Reuse Station to be picked up.** Large defective items should be left in the container for large items of refuse available once a month or left at the closest recycling station.



 **A renovation requires an internal building permit**

For larger renovations such as kitchens and bathrooms or patios/decks you must get in touch with the Board of the Association, presenting a detailed list of the changes. There are rules and restrictions which are specific for this Association.



 **Application forms** for renovations, reconstructions and extensions and also for changes of patios/decks can be downloaded from our home page, search for the appropriate form!

 **Subletting**

If you want to sublet your apartment you have to submit an application to the Board of the Association for approval. The application form is to be found on our home page, search for the appropriate form!

**The Cultivation Group**

Members may borrow a pallet collar to be used for growing vegetables, spices etc. For information get in touch with the coordinator Cristina Martinas on the phone: 073 685 83 92.

**Neighborhood Watch**

The Association has one contact person who once a month receives information from the police.

**Homepage www.sjohasten.se**

**E-mail** **info@sjohasten.se**

**HSB Stockholm 010-442 11 00**

**The Board of the Association and the areas of responsibility within the Board**

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| --- | --- | --- | --- |
| Ole Brink Sørensen | Chairman of the Board | Lomvägen 47 | 070-413 24 52 |
| Maria Herger | Vice Chairman of the BoardOutdoor EnvironmentRecycling Station | Lomvägen 65 | 073-619 07 87 |
| Cristina Martinas | SecretaryPallet Collar | Lomvägen 39 | 073-685 83 92 |
| Ola Hagerbo | Economy | Lomvägen 51 | 070-742 23 27 |
| Pelle Bengtsson | PropertyEnergy | Lomvägen 47 | 072-572 25 76 |
| Mikael Lund Svärdh | PropertyEnergyFire Prevention | Lomvägen 57 | 070-526 30 02 |
| Joel Dahlén | PropertyEnergy | Lomvägen 63 | 070-568 44 46 |

***Best regards***

***The Board of Brf Sjöhästen***