



Mi Casa Condominium

Estate House Rules

Management Corporation Strata Title Plan No. 3879

Forward

The estate house rules is published to give Subsidiary Proprietors and their tenants, a clear guide on the House Rules set by Mi Casa Management Council and Common Prescribe By-Laws under Building Maintenance and Strata Management Act, 2004 (BMSMA). This House Rules and the Prescribed By-Laws are applicable to all residents and their guests.

As Residents, we have a fair share of responsibility in maintaining safety, security and quality of our Condominium. Any cost of damage to the Building and Common Property is borne by all Subsidiary Proprietors and could give rise to our monthly Maintenance and Sinking Fund fees.

Therefore, House Rules are necessary, as they will promote harmonious living between all neighbours and to protect Residents from annoyance and to preserve the image of the Condominium. We therefore request every Resident to abide by them and encourage others to do likewise in order to make our Condominium a safe, clean and healthy environment living.

Subsidiary Proprietors and Residents are also governed by BMSMA. The act, is a gazette document governing Strata Title properties in Singapore. Copies of the Act can be purchased from the Building Control Authority (BCA). It gives a clear definition of law with regards to strata titled properties in Singapore. Owner should be aware of their responsibilities, obligations and legal rights as strata owners (subsidiary proprietors) and also the duties and legal rights of the Management Corporation Strata Title plan – in the case of Mi Casa, MCST 3879

The Management Council
Management Corporation Strata Title Plan No.3879

Mi Casa Condominium

Contents

1. Estate House Rules

➤	Definitions	Page 4
➤	Alteration & Renovation	Page 5
➤	Keeping of Dogs	Page 8
➤	Moving-in / Moving-out & Deliveries	Page 10
➤	Parking in the Estate	Page 12
➤	Residents Access Card	Page 15
➤	Rules & Regulation Governance the Use of Recreational Facilities	
•	Barbeque (Pools) Pavilions	Page 16
•	Children's Playground	Page 18
•	Gymnasium	Page 19
•	Karaoke Room	Page 20
•	Private Villa	Page 22
•	Steam Rooms	Page 24
•	Swimming Pools	Page 25
•	Tennis Courts	Page 28

2. Attachment

- Prescribed by-laws in accordance to Second schedules of BMSMA

DEFINITIONS

“**Building**” means a block comprising of the Units in the Condominium.

“**Condominium**” means the Condominium known as “MiCasa located at Choa Chu Kang Avenue 3, Singapore 689868.

“**Common Area**” means the common property in the Condominium, consisting of Guardhouse, Management Office, Clubhouse, Swimming Pools, Children’s Play Ground, BBQ Pavilions and Private Villas, Tennis Courts, Driveways, Car Parks and all Common Property as defined in the Building Maintenance and Strata Management Act (2004).

“**Contractor(s)**” means the Contractor carry out renovation/repairs (Works), and/or moving-in/moving out of furniture, bulky objects and boxes belonging to a Unit.

“**Guest**” means a person other than the Resident and is in the Condominium at the invitation of the Resident but does not include their maids and/or employees.

“**Management**” means the Council of the Management Corporation of the Strata Title Plan No. 3879.

“**Management Agent**” means a person (Condominium Manager) or a Company who is appointed by the Council of the Management Corporation of the Strata Title Plan No. 3879.

“**Pools**” means lap pool, wading pool, family pool and children’s pool.

“**Relevant Authorities**” means shall include but not limited to National Environment Agency, Building Control Authority, Urban Redevelopment Authority, Public Works Department, Singapore Power Services, Singapore Telecommunications and Singapore Civil Defence Force.

“**Resident**” means a person residing in a Unit in the Condominium, including the Subsidiary Proprietor(s) and Tenant(s) but excludes their maids and/or employees.

“**Restricted Area**” means the areas at and around the retaining walls (about 6 meters in height from ground level) fronting the Highway and beside the Residential Estate.

“**Rules And Regulations**” means the house rules and regulations as set out below.

“**Subsidiary Proprietor(s)**” means a registered Owner(s) of a Unit in the Condominium.

“**Unit**” means a strata unit in the Condominium.

“**Works**” means renovations and/or installation by means of drilling, hacking, removing, shifting, altering, adding, etc. on objects and materials.

ALTERNATION AND RENOVATION

1. Resident(s) who intends to carry out any renovation, alterations or additions to a Unit must submit an Application (Application Forms RW1, RW2 and RW3) to the Management before carry out any of the said works; together with all relevant documents, details of works including plans, sketches, approved permits granted/obtained from the Relevant Authorities. Also he/she is required to place a refundable deposit of S\$2,000.00 at the time of Application.
2. The Resident must also submit a work schedule specifying the commencement and completion dates. This should be submitted seven (7) days prior to commencement so as to allow the Management Office to display circular on the notice boards to inform residents in said Tower of the impending renovations.
3. The Resident shall ensure that the Works to be carried out will not in any way affect the structure of the premises and/or the Common Areas.
4. The Resident is to ensure and inform their Contractor(s) on the presence and locations of concealed gas pipe in the Unit. For safety reasons, the Resident should "Turn Off" the Power Gas throughout the duration of the Works.
5. The Resident shall not deem or assume that when the permission to carry Works by the Management as an approval of the work method and/or work process. The Resident is strongly advised to go through the details of all Works with their appointed qualified person or Contractor(s) and to ensure the structural integrity of the Unit.
6. Hacking of structural slabs, columns and beams are strictly prohibited. For change of layout or renovation works which includes the :-
 - a. creation of any opening in a non-load bearing wall
 - b. demolition, restoration or reinstatement of non-load bearing wall
 - c. sealing up of any wall opening; and/or
 - d. a conversation of an area to an area other than its original intended purpose (e.g. bathroom converted to a storeroom),

The resident shall engage a Qualified Person (QP) (usually a registered architect or engineer), who shall obtain clearances from the relevant government authorities and shall ensure that the works are in compliance with prevailing statues or building codes. In this respect, the QP may be required to carry out proper submissions for the approval from relevant government authorities.

7. Demolition of non-load bearing wall will only be allowed if a Professional Engineer (PE) can confirm that such alteration will not affect the structural integrity of the building. A letter from the PE is to be accompanied the renovation application.

Estate House Rules

8. The endorsement of The Management does not constitute an approval of the Building Authorities. The resident must bear full responsibility to ensure compliance with the building by-laws and other regulations as may be introduced and applicable from time to time.
9. No works, which may affect the external facade of the building, are allowed without the prior written consent of The Management. Facade refers to windows, balcony, air condensing unit ledges, common property, open areas and all other visible parts of the building which constitute or form part of the external appearance of the building.
10. The approved designs of grilles for windows/ balconies and yard shall be either invisible horizontal grills or white horizontal grilles.
11. The proposed design for the front door gates shall be white horizontal bars.
12. The approved colour for fabric blinds for the balconies shall be white or off-white.
13. Retractable awnings may only to be installed at PES areas at units located at the 1st floor. The approved colour of the fabric for retractable awnings shall be red, blue or off white.
14. All window grilles, front door gate, fabric blinds and retractable awning designs with samples are to be submitted with the application forms for final approval before commencement of any renovation/ installation works. All the above mentioned colours shall comply with The Management approved colour schemes.
15. The Resident must also undertake to indemnify the Management against any legal proceedings or law suits arising from the Works regardless of whether or not it arose from the negligence of the Resident, its Contractor(s), or any of their servants, agents, employees or sub-contractors.
16. The Works can only be carried out within the following times:

Mondays to Fridays	:	9.00am to 5.00pm
Saturdays	:	9.00am to 1.00pm
Sunday and Public Holidays	:	No Works are allowed
17. The appointed Contractor(s) is/are to register at the Security Guardhouse before entering the Condominium. The Contractor(s) is/are required to exchange their identity card, valid work permit or any personal identification documents for security passes. All contractor staff and workers are to display their security passes at all times within the Condominium.
18. The Resident shall be responsible for the good behaviour of his appointed Contractor(s). Any contractor staff and/or workers found misbehaving or refusing to comply with the security procedures shall be escorted to the Guardhouse and barred from further entry.
19. The Resident shall ensure that his appointed Contractor(s) take all necessary precautions to protect the Common Areas, particularly the designated lift (ensure that there is no overloading of the lift), passageways leading to the Unit during the renovation. Protective covers should be used at all times. No

Estate House Rules

obstruction to the Common Areas is allowed, and Works shall be carried out within the confines of the Unit itself.

20. For safety and legislative compliances, and in the interest of the Resident, any Works on electrical installations, electrical equipment, replacement of existing floor tiles & other alteration(s)/addition(s) at wet areas where a layer of waterproofing membrane is laid below the tiles of all wet areas, window at yard areas, grilles, PES (an open uncovered space), any re-location, re-running, raising floorings, removing of existing fittings/fixtures that were built and installed by the Developer should strictly adhere to the legislative requirements stipulated by the Relevant Authorities. Also, the Resident is requested to check with the Management in case of doubts prior commencing with any of the said Works.
21. The Resident shall ensure that precautions are taken by their Contractor(s) against damaging any concealed electrical wiring, gas piping, water piping, air-conditioning pipe and the floor slabs. The Resident is required to instruct their Contractor(s) to use detectors to locate the exact position of all concealed pipes and wiring.
22. The Resident shall allow the Authorized Officer of the Management access into the Unit under renovation for the purpose of checking that no unauthorized Works has been or is being carried out.
23. The Management will use its absolute discretion and reserves the Right to stop any Works, which are not within the legislative guidelines, and may revoke any approval/permit granted. The Management shall not be liable for any cost or damage arising from the rejection of the application for renovation or the revocation of the approval/permit.
24. The Resident is to ensure that their Contractor(s) remove all debris from the Condominium daily or at such intervals as directed by the Management. Failure to do so, the Management may engage other workmen for the removal and the cost arising will be recovered from the Resident by deducting the same from the deposit at the rate of S\$500.00 (inclusive of prevailing GST) per lorry load per occasion. The labour cost is calculated at the rate of S\$150.00 (inclusive of prevailing GST) per workman per day. The Management or his workmen shall not be responsible for any loss of stocks, goods, parts, etc. whilst carrying out such clearance.
25. In the event that any damage is caused (including but not limited to the dirtying and vandalizing of the Common Areas), the Resident shall be fully liable to rectify them within seven (7) days from the notice served by the Management, failing which the Management reserves the Right to make good on the damage, and deduct the rectification costs from the deposit and to recover any remaining costs from the Resident. The Management shall forfeit the deposit if any of the conditions herein is not complied with. Therefore, the Resident is advised to check with the Management before releasing the final payment to their Contractor(s).
26. Refund of the deposit (interest free) will be upon completion of the renovation works and after inspection of the unit/ common areas by the Management Office appointed staff. All deposits are to be claimed from the Management Office during the operating hours of the Management Office

KEEPING OF DOGS

We want to believe that every owner of dog(s) is experienced and responsible for keeping their dog(s) under control; however, there is a need to safeguard other Residents from harm and injuries, therefore:

Every Owner of Dog(s):

- 1) Is required to register their dog(s) with a valid license in accordance to Agri-Food & Veterinary Authority of Singapore (AVA). A copy of the dog(s) license(s) to be submitted to the Management Office.
- 2) Is allowed to have a maximum of three (3) dogs per Unit (household), in accordance to the guidelines from AVA issuance of licensing for private residences.
 - a) With effect from 15 Nov 2010, a maximum of one (1) Scheduled dog can be licensed and kept per private premises. This change does not affect Scheduled dogs which have been licensed and kept prior to 15 Nov 2010.

Date of lodgement of application for dog license	Total number of dogs (Scheduled and non-Scheduled) that can be kept in a private premises (non-HDB)	Scheduled Dogs	Non-Scheduled Dogs
Before 15 Nov 2010	3	0	0-3
		1	0-2
		2	0-1
		3	0
On and after 15 Nov 2010	3	0	0-3
		1	1-2

Source from AVA Website

For more information about Licensing of dogs for residential premises, please visit the website at www.ava.gov.sg

- 3) Is to ensure that their dog(s) do not bolt out of their Unit and cause harm and injuries to other Resident(s).
- 4) Is advised to use an unoccupied lift with their dog(s), as some children and adults are and who maybe averse to dog(s).
- 5) Is to ensure that their dog(s) do not scare or annoy other Resident(s) at any times.
- 6) Is to ensure that their dog(s) is properly leashed and/or muzzled at all times when they are in and around the common area. The leash should not be more than 2 meters (about 6 feet, 6 inches) in length, so as to have proper control on their dog(s).

Estate House Rules

- 7) Is to ensure that their dog(s) do not run at large and/or fail to prohibit their dog(s) to run at large.
- 8) Is to ensure that their dog(s) do not walk and/or run in the tennis court(s), the “Pools” areas, children’s playground, at the grass lawns and BBQ Pit areas.
- 9) Is required to remove and dispose their dog(s) excrement anywhere, in and around the common areas of the estate. Owners are encouraged to walk their dog(s) outside the estate, but be mindful to abide to the Regulations stipulated by the AVA on the disposal of dog(s)’ excrement too.
- 10) Shall be made payable on penalty/fine for any failure to prohibit their dog(s) to run at large, to leash their dog(s) while walking, and to remove & dispose their dog(s)’ excrement properly. The penalty/fine is as follows:-
 - a) 1st Offence – 1st Warning Letter from the Management
 - b) 2nd Offence – Final Warning Letter from the Management
 - c) 3rd Offence – A Levied Admin fee of S\$100.00 (inclusive of prevailing GST)
 - d) 4th Offence and Subsequent – A Levied Admin fee of \$200.00 (inclusive of prevailing GST)
- 11) Shall be taken to task by The Management and/or by the injured person(s) for recovery of compensation, including paying all legal costs and disbursements including those incurred on ‘solicitor and client’ basis, or an indemnity and any other costs in connection to the same.
- 12) For dogs which are incessantly barking within the common areas and/or unit thus causing nuisance to occupants of other units and/or residents on the common areas, the Management reserves its right to lodge a formal complaint to the relevant Authorities.

MOVING-IN / MOVING-OUT & DELIVERIES

1. The Resident shall submit to the Management the prescribed “Application Forms”, seven (7) days prior to any house moving / delivery.
2. Upon submitting the “Application Forms”, the Resident shall pay a deposit of S\$1,000.00 to the Management. The deposit will be refunded (interest free) to the Resident subject to compliance with the conditions stated herein and to all claims due to damage to the common area arising out of or in the course of the execution of the moving works.
3. House Moving can only be carried out within the following days and times:
 - a. Mondays to Fridays : 9.00am to 5.00pm
 - b. Saturdays : 9.00am to 1.00pm
 - c. Sundays & Public Holidays : No moving In/Out is allowed
4. The Resident shall obtain the prior written consent from the Management in the event of a need to carry out the house moving beyond the hours as specified in clause (3a) and (3b) above and provided that the moving works do not affect the quiet enjoyment of the other Residents.
5. The Resident shall be responsible for the good conduct and behaviour of his/her appointed movers and its workers while in the Condominium. The workers of the movers shall not loiter in the common area.
6. Before entering the Condominium to carry out the moving/ delivery works, all workers of the movers/ delivery men appointed by the Resident shall register with the security staff at the Guard House, indicating the Unit which they are carrying out the moving works and exchanging their identity card, work permit or any other identification documents for a security pass. All workers shall wear and display their security passes at all times within the Condominium.
7. No containers are allowed into the Condominium.
8. Before the start of moving, the Resident shall ensure that the appointed mover install protective canvas and other protective materials to the lift wall, flooring and fittings at their own expense when using the lift for carrying out the moving works. Protective canvas will be provided by the Condominium at a fee (non-refundable) of S\$20.00 [inclusive of prevailing GST].
9. Only the designated lift is to be used and no overloading of lift is allowed.
10. The Resident is to ensure that the furniture, furnishings and other ornaments items are accessible to the lifts and staircases prior to moving in and/or out of the Condominium. The Management will not be held responsible for such items, which are not be able to be shifted in and/or out during the moving process.

Estate House Rules

11. The Resident shall ensure that his appointed movers maintain the general cleanliness of the common area used by the workers. Any area dirtied shall be cleaned up immediately to the satisfaction of the Management.
12. No debris is allowed to be disposed on the common property. All debris must be removed from the Condominium upon completion of work at the end of each day.
13. Refund of the deposit (interest free) will be upon completion of the moving /delivery works and after inspection of the common areas by the Security/ Management Office appointed staff. All deposits are to be claimed from the Management Office during the operating hours of the Management Office.

PARKING IN THE ESTATE

A. GENERAL CONDITIONS

Entry to the Multi-Storey and open car park lots are for Residents. All new applications are required to fill the “Application Form” for the car park labels and registration of the “In-Vehicle Unit” (IU) and are subject to the following conditions:

1. The applicant must be a Subsidiary Proprietor and/or Joint Subsidiary Proprietor and Resident who are residing at the Condominium. 1st car decal will be issued upon verification that the car belongs to the Subsidiary Proprietor and/or Joint Subsidiary Proprietor via proof of the car registration card and the SP’s Identity Card.
2. If the Subsidiary Proprietor has tenanted out the unit, the Subsidiary Proprietor will not be able to apply for any car decal as the privileges for the use of the common property/ facilities has been transferred to the tenant upon the signing of the Tenancy Agreement.
3. Each car-parking label will have the vehicle registration number as well as the serial number written on it.
4. Car-parking labels are issued to passenger vehicles of Class 3 only and other types of vehicles at the discretion of the Management.
5. Car-parking label is to be placed at the windscreen of the car for identification.
6. Each Unit is entitled to only one (1) car-parking lot and label free of charge. Additional car-parking lot and label will be supplied at a fee of S\$65 (inclusive of prevailing GST) per month for 2nd cars and S\$100 (inclusive of prevailing GST) per month for 3rd cars, subject to availability of parking space and at the discretion of the Management. All 2nd and 3rd vehicles shall only park within the lots at the Multi-storey car park only.
7. Fee shall be collected in advance every 3 month as per billing cycle of maintenance / sinking fund, namely February, May, August and November of the year. Management reserves the right to withdraw the 2nd and 3rd car parking lot if there is a default in settlement upon due date of the invoice.
8. For applicants applying for 2nd and 3rd car decals, the address on the applicant’s Identity Card must match Mi Casa’s address and the car must be registered under the applicant’s name.
9. The Management reserves the right to withdraw the 2nd and 3rd car-parking lot and label as and when it deems fit.
10. The Management may at its absolute discretion request for proof of ownership, rental agreement or other acceptable documentary evidence in respect of cars for which car-parking label is requested.

Estate House Rules

11. If a Resident changes a vehicle, he/she must return the old car-parking label to the Management and submit a new application for a new car-parking label.
12. A fee of S\$10.00 will be levied for each additional and/or replacement of each lost/damaged car parking label (fee is inclusive of prevailing GST).
13. Residents are reminded that the car parking labels issued by the Management is solely for use of Residents residing at the Condominium. If in the opinion of the Management, a Resident is found to have misused the car-parking label, the said label shall be rendered invalid and vehicle's IU deactivated from the system.
14. Upon transfer of an ownership in respect of a property, the owner must hand over the car-parking label/s to the Management. Also, it is the responsibility of Subsidiary Proprietor/s to inform their tenant/s to return the car-parking label to the Management whenever the tenancies are terminated.
15. No major repair or servicing may be carried out on any vehicle parked within the Condominium.
16. Only Residents and or their employees are allowed to wash their vehicles at authorized washing bays located at the multi-storey car park. Residents washing their vehicles shall take all reasonable care so as not to soil or damage the car park area, other Resident's property, or cause any nuisance to other Residents.
17. The car wash bay area is strictly for car washing and no parking is allowed. Residents should not wash their car for more than 60 minutes at any one time.
18. Vehicles should not be driven in any manner that creates excessive smoke and noise or endangers anybody or property so as to disturb the peaceful living and enjoyment of the Residents.
19. The speed limit of 15 km/hour should be strictly observed within the estate.
20. Residents are to abide to the same traffic rules and regulations as stipulated in the Road Traffic Act, Singapore.
21. Vehicles that are found parking at resident's car park lots without displaying their car-parking label are subject to wheel clamping. Offender/s are to pay an "Administrative Fee" of S\$150.00 (fee is inclusive of prevailing GST) for releasing the wheel clamp. Also, an additional charge of S\$30.00 (inclusive of prevailing GST) per day or part of that day's is payable.
22. Also vehicles parked at unauthorized places and/or causing any obstruction to other road users are subject to wheel clamping.
23. Heavy vehicles like lorries, buses, trucks, etc. are not allowed to park in the Condominium.

Estate House Rules

24. Vehicles parked within the Estate are at the risk and responsibility of the individual users (including visitors/contractors and tradesmen) and the Management will not be responsible for any theft or damage, howsoever caused, to the vehicles.

B. COMMERCIAL VEHICLES

25. No commercial vehicles are allowed to be parked in the estate unless with the approval of the Management.
26. Car-parking labels will not be issued to commercial vehicles, which exceed an un-laden weight limit of 2500 kg.
27. 2nd or 3rd car parking for commercial vehicles will be strictly disallowed.

C. VISITORS/CONTRACTORS/TRADESMEN PARKING

28. Visitors' cars are to be registered at the security post and to be parked at designated vehicle car park lots and subject to lots being vacant. Residents are requested to inform their visitors (including tradesmen and contractors) of the above.
29. All Visitors' cars are to park strictly at level 4A and 4B of the Multi-storey Car Park only. No entry will be granted to the estate (except for drop off at Tower A2) if all the visitors' parking lot are being occupied.
30. No overnight parking is allowed in the estate unless approval obtained from the management office. All visitors car are to leave the estate before midnight.
31. Residents are responsible for ensuring that their visitors abide by the rules stated above.
32. Unauthorized vehicles found parked in the residents car park lots and/or at unauthorized places are liable to be clamped and the vehicle owners shall bear the S\$150 (inclusive of prevailing GST) administrative charge for the removal of clamps. Also, an additional charge of S\$30.00 (inclusive of prevailing GST) per day or part of that day's is payable.
33. The Management reserves the Right to revise and review to change the Rules without prior notice, as it deems fit and proper.

RESIDENTS ACCESS CARD

1. Each unit will only be allowed a maximum of 5 access card to be in active in the access card control system, for the access to estate, facilities and lift.
2. No additional card shall be purchased if the maximum no. of cards has been activated. Management office shall exercise discretion for allow additional card to be purchased if the Resident' show proof that the residing residents' / employees of exceeding the maximum no. set, but should restrict maximum addition of 2 cards.
3. For the lost access cards, residents are required to inform the Management Office of the loss and provide details of the lost card (serial number) so that lost card may be deleted from the access control system.
4. The lost access card shall be deleted from the access control system before a replacement card may be issued.
5. Purchase or Replacement cost for one (1) access card is \$20 (inclusive of prevailing GST) and the cost is to be borne by the resident who is seeking additional or replacement of the lost card.

BARBEQUE PAVILION

1. The Barbeque Pavilion are open for used at the following sessions:
 - (a) 1st Session: 10.00am to 3.00pm
 - (b) 2nd Session: 5.00pm to 10.00pm
2. Booking of Barbeque Pavilion can be made up to TWO (2) months in advance on a first-come-first-served basis and each Unit can book only 1 session at any one time for the Barbeque Pavilion and Private Villa.
3. Bookings are to be made at the Clubhouse during the operating hours of management office or the Mi Casa web portal. To confirm the booking, Resident is required to pay a facilities fee of S\$10.00 (inclusive of prevailing GST), and a refundable deposit of \$100.00 at the management Office during office hours. The deposit will be refunded only after the use of the barbeque pit and its surrounding areas are inspected. Any expenses incurred by the Management for repairing damages caused in the surrounding areas, furniture, electrical and gas appliances and cooking equipment shall be deducted from the deposit. Payment shall be cash or cheque and all payments may be made during the operating hours of the Management Office within 3 days of the booking. Failure to make payment within the 3 days will result in the automatic cancellation of the booking.
4. One time free facilities usage will be granted on the first booking of either Barbeque Pavilion or Private Villa per calendar year. But the payment of the refundable deposit of S\$100.00 is applicable for the first booking.
5. Cancellation of booking shall be made before the booking date, failing which the Management reserves the right to forfeit the booking fee. To discourage frivolous booking, Resident(s) who booked and cancelled the bookings without making cancellations in advance for more than two (2) times within a calendar year will be barred from booking for next three (3) consecutive months.
6. The maximum number of Guests per Unit per session shall not exceed fifteen (15) persons to prevent overcrowding around pavilions.
7. The Resident and their Guests shall ensure that their booked barbeque pavilion is cleaned, and leftover food is properly disposed into the waste disposal bins.
8. Washing of utensils shall only be confined at the washing point provided at the pavilion(s).
9. Residents using the barbeque pit must restrict their activities to the pavilion areas. Music must be kept low and at a level so as not to cause noise nuisance to other Residents. No extension of time will be allowed beyond the booking period.
10. No pets are allowed in and around the vicinity of the BBQ pavilions.

Estate House Rules

11. The Management will not be responsible for any mishaps, injuries or loss of personal belongings sustained by the Resident(s) and their Guest(s) when using the barbeque pavilion.
12. No smoking is allowed and around the vicinity of the BBQ pavilions and the pool deck.
13. Refund of the deposit (interest free) will be upon completion of the use of the BBQ Pavilion and after inspection of the facility/ common areas by the Security/ Management Office appointed staff. All deposits are to be claimed from the Management Office during the operating hours of the Management Office.

CHILDREN'S PLAYGROUND

1. The children's playground is for the exclusive use of children and their guest(s) under twelve (12) years of age.
2. Children must be accompanied by the parents or supervising adults who shall be responsible for their safety and proper behaviour.
3. For safety reasons, no one is allowed to use the Children's playground in the event of heavy rain, lightning, thunder and other hazardous condition.
4. No pets are allowed in the playground.
5. Residents shall ensure that no damage is caused to the fittings/fixtures of the playground and shall be liable for any damages caused arising from the use.
6. Cycling, roller-skating or any form of skating/equipment that may damage the rubber flooring is prohibited; and shall be liable for any damage caused.
7. The Management shall not be liable for any mishap, injury or loss sustained by the Resident(s) and their Guest(s), however caused and arising from the use of this facility.
8. No smoking is allowed and around the vicinity of the Playground and the surrounding common areas including the common area toilets.

GYMNASIUM

1. The gymnasium is open from 6.00am to 11.00pm daily.
2. Only Resident(s) are permitted to use the Gymnasium. The Resident(s) must comply with the rules herein and that displayed in the gymnasium and is responsible for their behaviour.
3. Proper sports attire, i.e. T-shirts, sports' shorts or tracksuits and non-marking rubber sole shoes without heels to be worn.
4. Towels must be placed on the workbenches / equipment while working out. All users have to wipe down the workbenches / equipment after each use for hygiene reasons.
5. No gym equipment shall be shifted or removed from their designated position(s) or from the Gymnasium; and gym weights shall be returned to its original position after each use.
6. All users are encouraged to exhibit gracious social behaviour such as not hogging any gym equipment of not more than thirty (30) minutes per gym equipment.
7. Children of age 12 years and below are not allowed to use the Gymnasium unless accompanied by their parents or a supervising adult who shall be responsible for their safety and proper behaviour.
8. The Management reserves the right to turn away users who are not properly attired.
9. No food or drinks are allowed (except plain water) in the Gymnasium. Smoking is strictly prohibited.
10. No gym instructor is provided. All Residents using the Gymnasium do so at their own risk.
11. Residents shall be responsible for any damage caused by them to the gym equipment(s) and shall be liable for all costs incurred by the Management for the repair or replacement of the damaged gym equipment(s).
12. The Management shall not be liable for any mishap, injury or loss sustained by the Residents and their Guest(s), however caused and arising from the use of this facility.

KARAOKE ROOM

1. The Karaoke Room are open for used at the following session:
 - (a) 1st Session: 10.00am to 3.00pm
 - (b) 2nd Session: 5.00pm to 10.00pm
2. Booking of the Karaoke Room can be made up to TWO (2) months in advance on a first-come-first served basis. Bookings are to be made at the Clubhouse during the operating hours of management office or the Mi Casa web portal. To confirm the booking, Resident is required to pay a facilities fee of S\$10.00 (inclusive of prevailing GST), and a refundable deposit of S\$100.00 at the management Office during office hours. Payment shall be cash or cheque and all payments may be made during the operating hours of the Management Office within 3 days of the booking. Failure to make payment within the 3 days will result in the automatic cancellation of the booking.
3. The deposit will be refunded only after the Karaoke Room is returned in good condition without damage to any part of it including all the furniture, sound system, microphones, TV, remote controls and all other associated equipment. General cleanliness of the Karaoke Room must be maintained.
4. One time free facilities usage will be granted on the first booking per calendar year. But the payment of the refundable deposit of S\$100.00 is applicable for the first booking.
5. Each Unit is allowed to book only one (1) booking for the use of the Karaoke Room at any one time. Cancellation of booking shall be made before the booking date, failing which the Management reserves the right to forfeit the booking fee. To discourage frivolous bookings, Residents who booked and cancelled two (2) bookings without making cancellations in advance for more than two (2) times within a calendar year will be barred from the use of the Karaoke Room for the next three (3) consecutive months.
6. The Management would only allow the use of the Karaoke Room for private functions subject to the approval by the Management. It is not to be used for functions in connection with religious, political or commercial activities.
7. The maximum number of Guests per Unit per session shall not exceed ten (10) persons to prevent overcrowding in the room.
8. No pets are allowed inside the Karaoke Room.
9. There should not be excessive noise or nuisance caused to other Residents and the Host (Resident) shall be responsible for the good conduct and behaviour of their Guests. No extension of time will be allowed beyond the booking period.

Estate House Rules

10. The Management reserves the right to deduct an equivalent sum of monies from the refundable deposit for damages caused in and around the surroundings areas furniture, sound system, microphones, TV, remote controls and all other associated equipment of the Karaoke Room.
11. No smoking is allowed and around the vicinity of the Karaoke Room, Clubhouse and surrounding common areas including the Multi-Storey Car park.
12. Refund of the deposit (interest free) will be upon completion of the use of the Karaoke Room and after inspection of the facility/ common areas by the Security/ Management Office appointed staff. All deposits are to be claimed from the Management Office during the operating hours of the Management Office

PRIVATE VILLA

1. The Private Villa Room and BBQ corner are open for used at the following sessions :
 - (a) 1st Session: 10.00am to 3.00pm
 - (b) 2nd Session: 5.00pm to 10.00pm
2. Booking of the Private Villa can be made up to TWO (2) months in advance on a first-come-first served basis, and each Unit can book only 1 session at any one time for the Barbeque Pavilion and Private Villa.
3. Bookings are to be made at the Clubhouse during the operating hours of management office or the Mi Casa web portal. To confirm the booking, Resident is required to pay a facilities fee of S\$20.00 (inclusive of prevailing GST), and a refundable deposit of \$100.00 at the management Office during office hours. Payment shall be cash or cheque and all payments may be made during the operating hours of the Management Office within 3 days of the booking. Failure to make payment within the 3 days will result in the automatic cancellation of the booking.
4. One time free facilities usage will be granted on the first booking of either Barbeque Pavilion or Private Villa per calendar year. But the payment of the refundable deposit of S\$100.00 is applicable for the first booking.
5. The deposit will be refunded only after the Private Villa is returned in good condition without damage to any part of it including all the furniture, electrical and gas appliances and cooking equipment and rubbish properly disposed of. General cleanliness of the Private Villa room and the BBQ corner must be maintained.
6. Cancellation of booking shall be made before the booking date, failing which the Management reserves the right to forfeit the booking fee. To discourage frivolous booking, Resident(s) who booked and cancelled the booking without making cancellations in advance for more than two (2) times within a calendar year will be barred from booking for next three (3) consecutive months.
7. The Management would only allow the use of the Private Villa for private functions like birthday parties, celebrating a happy occasion and other activities, e.g. family cookouts, etc subject to the approval by the Management. It is not to be used for functions in connection with religious, funeral wakes, political or commercial activities.
8. For other activities other than those stated in Clause (7), these activities are confined to Residents ONLY. Guests are not allowed to participate in the activities organized by the Resident(s), except for the Speakers and/or the Course Trainers and/or Instructors are allowed. However, the Resident needs to ensure that Speakers, Course Trainers/Instructors are qualified and possess certain qualifications. Also, all participating Residents for these activities are to sign a "Letter of Indemnity" to keep the Management indemnified against all actions, claims and demands that may be brought or made against the Management by any person(s) arising out of any injuries or the like.

Estate House Rules

9. The number of Guests to be limited of not more than thirty (30) persons per session. In cases where the number of Guests is more than the limited number, the Management may at its discretion to approve the application based on the nature of the function. However, the Resident must ensure that their Guests attending the function arrive at staggered time to ensure that there is no overcrowding inside the Function Room. This is to ensure the safety of the Guests within the enclosed space/room.
10. Simple decorations are allowed in the Private Villa but care must be taken not to damage the structure, protective sun film and paintworks. All decorations must be removed immediately after the session.
11. No pets are allowed inside the Private Villa.
12. There should not be excessive noise or nuisance caused to other Residents and the Host (Resident) shall be responsible for the good conduct and behaviour of their Guests. No extension of time will be allowed beyond the booking period.
13. The Management reserves the right to deduct an equivalent sum of monies from the refundable deposit for damages caused in and around the surroundings areas including all the furniture, electrical and gas appliances and cooking equipment of the Private Villa.
14. No smoking is allowed and around the vicinity of the Private Villa, pool deck area and common toilet.
15. Refund of the deposit (interest free) will be upon completion of the use of the Private Villa and after inspection of the facility/ common areas by the Security/ Management Office appointed staff. All deposits are to be claimed from the Management Office during the operating hours of the Management Office.

STEAM ROOMS

1. Both the Gents' and Ladies' Steam Rooms are open from 7.00am to 11.00pm daily.
2. Only Residents and accompanied guests are permitted to use the Steam Room(s). The Resident must accompany Guest(s) at all times. The Resident shall ensure that their Guest(s) comply with the rules herein and that displayed in the Steam Rooms and is responsible for their behaviour. The maximum number of Guest(s) per Unit who may use the Steam Room shall not exceed two (2) persons at any one time.
3. And the total number of persons in the Steam Room shall not exceed more than four (4) persons at any one time.
4. All users are advised to shower before entering the Steam Room.
5. The door of the Steam Room must be closed at all times.
6. No male person shall enter the Steam Room reserved for the female or vice-versa.
7. No littering, eating, drinking and smoking are allowed at all times.
8. No footwear of any kind is allowed at all times.
9. Persons who are pregnant or persons with hypertension, tuberculosis, or heart ailments should not use the steam room(s); and person(s) with high blood pressure and/or uncertain of their health conditions are to consult their doctor(s) before using this facility.
10. Children of age 12 years and below are not allowed to use the Steam Room unless accompanied by their parents or a supervising adult who shall be responsible for their safety and proper behaviour.
11. The Management shall not be liable for any mishap, injury or loss sustained by the Resident(s) and their Guest(s), however caused and arising from the use of this facility.
12. Resident(s) shall be responsible for any damage caused by them or their Guest(s) to the fittings and/or fixtures and shall be liable for all costs incurred by the Management for the repair or replacement of the damaged fittings and/or fixtures.

SWIMMING POOLS

1. The “Pools” and the changing rooms are open from 7.00am to 10.00pm daily. For safety reasons, no one is allowed in the “Pools” in the event of heavy rain, lightning, thunder and other hazardous condition.
2. Only Residents and invited Guest(s) are permitted to use the “Pools”. The Resident(s) must accompany their Guest(s) at all times. The Resident(s) shall be responsible for the good conduct and behaviour of their Guest(s).
3. Children under twelve (12) years of age shall not be allowed in the “Pools” unless accompanied by their parents or supervising adults shall be responsible for their safety and good behaviour.
4. In the interests of safety, no diving, running, wrestling, horseplay, dunking and pushing are allowed in the “Pools” at all times.
5. Any Resident(s) having (medicinal) drugs and/or alcohol are strongly requested not to swim in the “Pools”.
6. Also, in the interests of health and safety of other users, Resident(s) and Guest(s) with conditions like open wounds, skin irritations/diseases, communicable ailments/diseases are not allowed to use the “Pools”. Spitting, nose blowing and/or similar are not permitted in the “Pools” at any time. Resident(s) and Guest(s) who are unwell or sick are prohibited from using the pool.
7. There is no lifeguard in attendance. All users must observe the rules displayed by the poolside and to take all necessary safety precautions while using the “Pools”.
8. All users of the “Pools” must shower before entering the “Pools”.
9. All users of the “Pools” must be in appropriate swimming attire for safety and modesty.
10. T-shirt, Shorts, Street Wear, Attire with hard and/or metal objects, Shorts with inner liners, Undergarment, G-strings, Non colour fast material (Dyes that can sweat stain), Translucent material (Transparency), Pyjamas (except only allowed in the presence of Swimming Instructors for survival course training) and Diapers (except swim diapers allowed) are strictly prohibited in the “Pools”.
11. All users are encouraged to maintain the low noise level so as not to cause noise nuisance to other Residents.
12. No food, smoking and drinking are allowed in the “Pools”.
13. There will be no reservation of the “Pools” areas by Resident(s) for private games or any other activities.
14. Surfboards, snorkelling and scuba diving gear, glass masks or glass goggles, flippers, bulky inflatable giant floats, dingy with /without oars, boats and similar floating objects shall not be permitted in the “Pools”.

Estate House Rules

15. Children may play with small water toys in the Family and Wadding Pools.
 16. Footwear shall not be allowed around the water edge of the “Pools”.
 17. No Pets are allowed in and around the vicinity of the “Pools”.
 18. Roller-skating, cycling, Frisbee playing, balls sports or other similar activities are not permitted in the “Pools” area.
 19. No coach and/or Swimming Instructor (including Swimming Instructor(s) who is residing in the Estate) shall be permitted to give lessons in the “Pools” without the written approval from the Management. All Coaches/Swimming Instructors are to be registered with the Management Office with written request indicating their credentials/qualifications and personal particulars 1 week before the commencement of any swimming lessons.
 20. Coaching lessons are strictly permitted only for Resident(s) who is/are residing in the Condominium. Lessons are to be confined on the following days and times:
 - (a) Mondays to Fridays from 7am till 6pm (only two (2) instructors are allowed per hour)
 - (b) Saturdays from 9am till 3pm (only two (2) instructors are allowed per hour)
 - (c) Saturdays from 3pm till 6pm (only one (1) instructor is allowed per hour)
 - (d) Sundays from 9am to 1pm (only one (1) instructor is allowed per hour)
 - (e) Public Holidays: No coaching lessons are allowed
- The Management reserves its rights to stop any unregistered lessons.
21. Swimming Instructors are responsible for all students, who are under their care, be it their safety and all other aspects pertaining to the swimming lessons. Swimming instructors are to ensure that their students do not obstruct the swimming path of other users of the pool. The Management reserves the right to halt any swimming lessons should it be ascertained by the Management (at its absolute discretion) that the lessons are causing inconveniences to other residents who may be using the pool.
 22. The life buoys are strictly for emergency use only and should not be removed from the racks. It can only be removed for saving lives.
 23. All poolside equipment and furniture around the “Pools” area shall not be shifted or removed from its designated areas; and there shall be no reservation for the use of the “Pools” furniture.
 24. All users are requested to dry themselves before leaving the “Pools” and no person in dripping wet swimming attire shall go beyond the “Pools” area.
 25. The Management shall not be liable for any mishap, injury or loss sustained by the Resident(s) and their Guest(s), however caused and arising from the use of the “Pools”.

Estate House Rules

26. Residents shall be responsible for any damage caused by them or their Guest(s) to the fittings and/or fixtures, "Pools" furniture and for dirtying and polluting the "Pools" from food released and other form(s) of substance(s) that may cause the "Pools" to be contaminated. The costs incurred by the Management for the repair and/or replacement of the damaged fittings and/or fixtures, including pumping out the polluted water, cleaning and pumping in of new water to the "Pools" shall be recovered from the Resident.
27. The Management reserves the Right to bar the Resident(s) from using the "Pools" for a definite time period as it deems fit, in connection to Clause 26.
28. The Management reserves the Right to close the "Pools" for maintenance purpose.
29. Smoking is strictly prohibited at the Swimming Pools, pool deck and surrounding areas.

TENNIS COURTS

1. The Tennis Courts are open from 7.00 am to 10.00 pm daily. Bookings are made in advance on a first-come-first served basis; and each Unit is entitled to a maximum of two (2) one hour sessions per week. The maximum of two one hour sessions per week may comprise of the following :-
 - a. 1 peak hour session (Monday to Sunday, Public Holidays - 7pm to 10pm) and 1 non peak hour session
 - Or
 - b. 2 non-peak hour session
2. Bookings are to be made at the Clubhouse during the operating hours of management office or the Mi Casa web portal.
3. For night bookings of tennis courts (7.00pm to 10.00pm), an administrative charge of \$2.00 (inclusive of prevailing GST) per hour will be imposed. Payment shall be cash or cheque and all payments may be made during the operating hours of the Management Office within 3 days of the booking. Failure to make payment within the 3 days will result in the automatic cancellation of the night booking.
4. A booking shall be deemed cancelled if the Resident is not at the court within 15 minutes of the booking time and thereafter, the Tennis Court becomes available for booking for the remainder of that hour. Bookings are not transferable, and to discourage frivolous bookings, Residents who booked and cancelled two (2) bookings without making cancellations in advance will be barred from the use of the Tennis Court for the next four (4) consecutive weeks.
5. And in the event of rain, clause 4 will not apply and peak hour charges paid shall be refunded or utilised for next booking.
6. The maximum number of persons, including Guest(s) per Unit shall not exceed six (6) at any one time. The Resident must accompany the Guest(s) at all times.
7. The Resident who has made the booking shall be responsible to ensure that the Tennis Court is not used for any purpose other than the game it is intended for. No other games are allowed in the Tennis Court.
8. All users must be properly attired. No street/outdoor shoes e.g. boots, high-heeled shoes or leather shoes) are allowed in the Tennis Courts, only non-marking shoes are allowed. Anyone found not complying with this would be barred from using the Tennis Court.
9. No food or drinks are allowed (except plain water) in the Tennis Courts. Smoking is strictly prohibited.
10. Pets, skating, roller blading and cycling are not allowed in the Tennis Court(s).
11. No climbing of the fences surrounding the Tennis Court(s) is/are allowed for the purpose of retrieving tennis balls on the other Tennis Court.

Estate House Rules

12. No training or coaching classes are permitted either by Resident(s) and/or Guest(s) without the written approval from the Management. All Trainer(s) and/or Coach (including Resident Trainer(s)/Coach) are to be registered with the Management Office with written request indicating their credentials/qualifications and personal particulars 1 week before commencement of any coaching lessons.
13. Children under the age 12 years and below are not permitted in the Tennis Courts unless accompanied by their parents or a supervising adult who shall be responsible for their safety and good behaviour.
14. Residents will be responsible and liable for any damages caused by themselves or their guests. Residents are to highlight any damages caused by the previous players immediately to the Management Office/ Security before using the tennis courts.