

**You who are a sub-lessee**  
– **welcome to the Magelungen housing association**



## Association office

The association office is located at Skebokvarnsvägen 265 (entrance from the street) and is manned from 7 to 7.30 a.m. on weekdays. At other hours of the day you can leave messages on answer-phone 08-86 42 87, which is checked several times a day, or send an e-mail to [fastighet@brfmagelungen.se](mailto:fastighet@brfmagelungen.se)



The association has two full-time caretakers: Pia Johansson and Kjell-Åke Nilsson.

Malfunctions related to heating, water, lifts, heated towel rails and other facilities within the caretakers' area of responsibility should be reported as described above.

## Estate management

The association has employed staff and entrepreneurs who manage estate services under the superintendence of the board of directors.

If you need assistance in your flat with something outside the association's area of responsibility, you can call in our caretakers. Time admitting, they will gladly assist you at a cost of 50 SEK per fifteen-minute period or part of that period.

## Reporting faults

### Daytime

Faults can be reported at any time to answer-phone 08-86 42 87 at the association office or e-mailed to [fastighet@brfmagelungen.se](mailto:fastighet@brfmagelungen.se).

### Evenings and holidays

Proceed as follows when an emergency fault situation occurs after ordinary working hours and during holidays. If the fault has not been remedied following instructions from caretaker Kjell-Åke Nilsson, 070-714 43 92, report to *Jourmontör AB*, phone 08-657 77 22.

Floods, or the risk of flooding, and power failures in lifts and anywhere in the flat come under this type of fault. (Always start by checking fuses and the circuit breaker.) The latter can be tripped when overcharged – too many electrical devices may have been using the same group of fuses.

You will find the circuit breaker in the fuse box just inside your outer door. If you feel unsure about how to restore the circuit breaker, any neighbour of yours will probably be able to help you. Make sure that you have 16 amp fuses at home.



Circuit breaker RCDs

16 amp fuses

It is not self-evident that the association should pay if you call *Jourmontör AB*. A turn-out to remedy a simple fault can cost several thousand SEK.

## **The flat**

### **TV**

All flats have a socket for connection of cable TV.

If your TV does not function satisfactorily and if you suspect a faulty antenna system, before you report the error to ComHem, phone 0771-55 00 00. please contact your neighbours to find out whether or not they have the same faulty reception. You can also visit their home page [www.comhem.se](http://www.comhem.se) and click on operational disturbance. When you enter your address you will be informed about work in progress and when faults, if any, are expected to be rectified.

If ComHem has no operational disturbances, you can contact the caretakers during the regular working-hours.

The association is responsible for maintenance of the antenna system, but if it is faultless, the flat owner pays for the inspection carried out.

### **Broadband**

Connection can be arranged by

Telenor, 020-222 222,

[www.telenor.se](http://www.telenor.se)

ComHem, 0771-55 00 00,

[www.comhem.se](http://www.comhem.se)

### **Stair-wells**

Never place prams, bicycles, walker frames, rugs and other inflammable objects in the stair-wells, since these are escape routes in the event of an accident. The obstructive objects also make entrance more difficult for rescue and ambulance personnel, and for disabled people, and cleaners.

### **Motor traffic**

The association has introduced parking prohibition in the area. (Loading and unloading are the only exceptions from this rule.) Q Park is engaged for patrolling.

The penalty for infringement of the parking rules is a parking fine. This applies to residents and visitors alike.

### **Maintenance of your flat**

The supply air valves at the windows should always be open. This is important for the ventilation to function.

When you have had a bath or a shower, leave the door or window slightly open to allow the moist air to evaporate.

Shutting off the heated towel rail in the bathroom is prohibited.

See to it that the exhaust valves in the kitchen and in the bathroom are kept clean.

Shut off the water connection to the washing machine and the dishwasher when not in use. This reduces the risk of any water damage that might occur. Make sure now and then that supply and drain hoses are intact.

## **Jointly owned premises**

### **Association room**

The association has a room at its disposal at Skebokvarnsvägen 265 (entrance from the street). It can take 50 people and is adapted to suit those with a handicap. The kitchen is well equipped: a cooker with oven, dishwasher, percolator, cutlery, glasses and china.

This room is let out to members of the association only. The one-for-all cost is 300 SEK. Age limit: 25 years.

When the room is let out, a deposit of 500 SEK is charged. It will be paid back

- if the room has been put in order as agreed
- if no complaints have been lodged by neighbours

The caretakers are responsible for showing the room and for handing over keys and a payment slip.

**N.B. The room has been completely restored after water damage in September 2016!**

### **Sauna**

Entrance from the end wall of the building at Skebokvarnsvägen 294. The electronic tag functions between 8 a.m. and 10 p.m.

### **Gym**

Entrance between Skebokvarnsvägen 298 and 300.

### **Guest flat**

A guest flat is available at Skebokvarnsvägen 271. You can book it at the association office; the cost is 300 SEK per night. Deposit (repayable) 500 SEK. Animals are forbidden!

**N.B. The guest flat was built recently: in September 2016.**

### **Laundry rooms**

Laundry rooms are available in the buildings at Skebokvarnsvägen 257, 273, 282 and 296. The electronic tag is used for entry to the room and for booking a time for washing. Use of the laundry rooms is free of charge.

The laundry rooms have a booking board where you put your name down, and your washing time. You can also book a laundry room at home page [www.brfmagelungen.se](http://www.brfmagelungen.se). Only one washing session at a time can be booked.

It goes without saying that the association's laundry rooms must not be used for outsiders' wash.

Neither the first nor the last washing time is available on Sundays and holidays.

The laundry rooms should be cleaned after each washing time. This includes emptying of the fluff boxes, cleaning the filters in the tumble-dryer and in the drying cupboard, and cleaning the pigeon-hole for washing powder, and the floor. The pigeon-holes for washing powder should be left open.

N.B. The laundry rooms are open between 7 a.m. and 10 p.m. The electronic tag does not function at other hours of the day and night.

### **Washing rugs**

A heavy-duty washing machine is accessible in laundry room 3 at Skebokvarnsvägen 273.

### **Rooms for bicycles and prams**

Each building has a room for bicycles and prams.

Only prams and walker frames are allowed in these rooms.

### **Refuse room**

The association has six rooms for preliminary sorting of household refuse. These rooms are situated at the entrance to Skebokvarnsvägen 249, 263, 281, 286, and 300, and Önskehemsgatan 12. All of the rooms are opened with the electronic tag.

**The refuse room is open between 6 a.m. and 10 p.m.**

### **Room for bulky refuse**

The association has a room for bulky refuse at Skebokvarnsvägen 285. It is opened with the electronic tag. Please read the notice saying what you are allowed to throw away. No refuse on the floor; everything must go into the dust bins.

**Open between 6 a.m. and 10 p.m.**

### **Other refuse**

The members themselves are responsible for removal of discarded interior fittings, building refuse, freezers and refrigerators, stoves and the like. The recycling plant for Högdalen and Östberga can be engaged in this transportation.

Under no circumstances should rubbish and bulky things be placed in stairs to cellars or in other public spaces – nor in front of entrances.

## **Regulations**

### **for all who live in the association's flats. They should**

- take care of the association's property and keep it well-tended
- respect the stipulation that silence reign between 11 p.m. and 6 a.m.
- report to the association office or to the HSB office any damage that necessitates **immediate** action. For reports after working hours, see page 1.
- see to it that the entry doors are locked at night
- never leave doors to cellars, garages etc. unlocked
- always make sure that no bicycles, prams, furniture, walker frames, etc. are placed in public spaces, such as entrances, floors, and cellar stairs
- economise on water, heat, and electricity. Never leave water-taps open when the main taps of the building are shut off

**They should not**

- set up parabolic aerials, masts, or the like, that protrude from the frontage and rails
- use the flat and other association rooms for purposes other than those intended
- lay doormats outside the flat, because it will make cleaning more difficult
- grill on the balcony – there are special grill facilities in the area
- shake mats and clothes from the balcony, nor hang washing there in full view
- hang flower boxes on the outside of windows and balconies

**Exercising domestic animals within the association's area is forbidden.  
The same goes for feeding birds from windows and balconies.**