

BASIC RULES FOR MOOS

RESIDENCIES

Welcome to Moos!

Living at Moos means creating our home within the environment.

We share facilities with our neighbors and create spaces for interactions and gatherings.

We have a responsible approach towards the environment by keeping our shared spaces clean and respecting the boundaries of others.

It's important to adhere to the rules of the area. Since there is no dedicated service available, we rely on each other to maintain Moos. This includes cleaning up after ourselves, helping one another, identifying areas that require support, and seeking clarification when unsure about tasks.

We are everyone else's business, fostering a trusting, open, and harmonious atmosphere. We are family, even if we might not know each other individually.

OUTSIDE THE HOUSE

To create a harmonious environment that accommodates various initiatives, projects, offices, workshops, and apartments at Moosdorfstrasse 7-9, it is important for us to respect each other's space.

The streets of Moos are primarily residential areas, and there are designated quiet hours in place. We kindly ask you to adhere to the following guidelines when using any outdoor areas

By following these guidelines, we can maintain a peaceful and respectful environment for everyone at Moosdorfstrasse 7-9. Thank you for your understanding and cooperation.

- Keeping the fire department staging areas clear
- Keeping clear passage areas
- Parking bicycles in the designated parking spaces
- Dispose of waste according to german waste separation system
- Please use the courtyard for gatherings, conversations and quiet music.
- NO Parking E - Scooter
- NO Music in the street at any time
- After 8 pm,
NO stay on the street or in front of the houses even on the balconies at the front.
NO Garbage collection, loading and unloading, use of forklifts, etc.
- ABSOLUTLY forbidden to stay on the roof
- If you are unable to clean up immediately in the yard due to factors such as darkness or excessive noise, please remember to do so the following day

QUIET HOURS

The street of Moos is a residential area and has sensitive times for noises. Please respect this in all outside areas:

- No stay in the street/ in front of the house after 8pm. Also frontside balconies.
- No music in the street at any time.
- Please use the inside yard for gatherings, talks, low music.
- Inside yard: quiet after 8pm, silence after 10pm.
- No stay in the yard-passage after 8pm (sound increases in here)
- Throwing trash, loading/ unloading, use of lift truck etc. till 8pm.

COMMUNICATION

In each residential group, there is a primary point of contact who communicates with Moos and the Moos Office. They are responsible for conveying information between the group and Moos, or vice versa.

This person is also invited to join the Telegram group

„MOOS VOR ORT“

There we discuss topics related to the use of the yard, other areas, and various matters. This is where you can ask questions, seek consent for organizing bonfires or small events, and invite people from Moos to your own events. You have the flexibility to decide who from your group should be part of this chat group.

Please introduce yourselves to the Moos community in this chat group. It has familiar spirit where we aim to get to know each other. Share details about your project at Moos and provide information about your group.

„MOOS WAS LOOS“

There is another chat group for events happening at Moos, and anyone can join. In this group, you will receive updates on when the Tavern is open, when UHU invites for sauna sessions, book launches, concerts in the hall and more. You can also post your own events at Moos, especially those intended for a wider audience.

TRASH

- For the explanation of german trash system, you will find a description in your **HOUSING CULTURE HANDBOOK**
- If you are uncertain, please ask someone for help. Remember to separate plastic/ packaging from paper/cardboard, glass, and organic waste.
- If the trash bins are full, please do not leave trash next to them.
- Kindly wait until the bins are emptied.
- When disposing of cardboard, please crush it to save space in the bin.
- For bottles with a refundable deposit, please place them next to the drinks machine in the yard if you prefer not to return them to a supermarket.
- This way, bottle collectors can make use of them.
- If you are unable to clean up immediately in the yard due to factors such as darkness or excessive noise, please remember to do so the following day
- Tenants are responsible for removing large packaging and bulky waste themselves. These items should not be placed in the regular trash receptacles.

FIRE ALARM

There is a fire alarm system that connects the Neubau, Hall, and Main House areas. This means that triggering an alarm in one area will activate alarms in all areas.

When the alarm goes off, it awakens the residents, and one of the long-term residents must deactivate the alarm in the Main House. Since this process is highly unpleasant and disruptive, there is a rule in place that imposes a fee of 100€ for triggering the alarm. The collected money will be deposited into the Moos yard cash.

HOW TO AVOID ALARM:

There are fire sensors installed on the ceilings of the Neubau, Hall, and Main House. These sensors detect particles in the air, such as fog, smoke, or dust.

- If you are cooking and something gets burnt or creates a lot of fog, please open all windows and ensure proper air circulation beforehand
- Smoking, including the use of e-cigarettes, is prohibited inside the premises
- Do not use fog machines inside the house
- Refrain from using incense sticks
- Additionally, there is an alarm button/box that must not be pressed, as it will trigger the alarm throughout the entire house
- In the event of the alarm going off, ensure air circulation. The alarm will only stop once the cause has been addressed. It does not deactivate automatically, and someone will need to turn it off

MATERIAL CARE

- Things can break if you apply force:
- Machines, windows, and other items have different mechanisms than you might be accustomed to, especially window handles
- For any permanent installation or furnishing, which cause holes in the walls or other material interventions - always clarify with the janitorial department in consultation!
- Please use suitable adapters for the sockets to connect electrical devices
- If you notice that something is broken, such as a crack in the window, a door or a fixture and sanitary equipment

For any difficulties or questions

Please reach out to your primary point of contact!

ENJOY YOUR STAY AT MOOS!
WE ARE LOOKING FORWARD TO GETTING TO KNOW YOU!

BATHROOM

Please treat the bathrooms with care as they are of high quality and be aware that the bathroom is a heavily utilized space for the entire community in your area. While it is your personal bathroom, it is important to adjust certain habits to accommodate the circumstances here.

As we do not provide cleaning services, it is the responsibility of the tenants to clean the communal areas.

Please remember the following guidelines for the bathroom:

- Ensure that you leave the bathroom dry and clean.
- Wipe dry any wooden surfaces around the bathtub, including windowsills. Clean glass and windows using a squeegee.
- After showering or bathing, please dry the floor.
- Keep the drain clean.
- Dispose of only toilet paper in the toilet, and refrain from putting hygiene articles or paper sheets in it.
- Maintain your personal items in an orderly manner and take them with you when you check out.

Thank you for your cooperation!

KITCHEN

Kindly note that the kitchen is heavily used by the entire community. While it is your personal kitchen, please adjust your habits to accommodate the circumstances here. As we do not offer cleaning services, it is the responsibility of all tenants to clean the communal areas, irrespective of their length of stay. Please be considerate of others who will need to clean up after you and avoid leaving stuff behind.

Here are some guidelines to follow:

- Clean pots, pans, and bowls immediately after use and return them to their designated places.
- Use wood or plastic utensils and a soft sponge when cleaning.
- Rinse dirty dishes and place them in the dishwasher. Remember to empty the dishwasher once it's finished.
- Remove food particles from the sink and drain to prevent clogging.
- Empty trash bins when full and replace them with fresh garbage bags. Follow the provided German trash system guide.
- Wipe surfaces and sweep the floor as per the cleaning rules in the Housing Culture Handbook.
- Take care of the indoor and outdoor plants as described in the Housing Culture Handbook.
- Handle machines, windows, and equipment with care to avoid damage. Contact your designated lead person if you need assistance.
- Dispose of any leftovers before leaving.
- Reach out to your head contact person if you have any questions or need help.

Thank you for your cooperation!

BEDROOM

This is your absolutely private and secure room. Since there are no keys for the rooms, respecting the privacy of the rooms is key and of utmost importance.

- Cleaning: You are responsible for cleaning your room on a regular basis; instructions can be found in the Housing Culture Manual.
- Damages: Report to the head contact person for resolution with Moos.
- No indoor smoking and incense sticks or anything that smokes Use designated outdoor areas and provide an ashtray.
- Handle items with care: Different mechanisms, contact your lead person for assistance.
- Close windows before leaving.
- Use power adapters for electrical appliances.
- Familiarize yourself with and adhere to Moos' basic rules found in the kitchen area.

Thank you for your cooperation!

CHECK OUT

- Check-out: 10 am.
- Community areas: Feel free to hang around.
- Bed: Strip bed, leave sheets and towels at the laundry room
- Sheets: Putting on fresh sheets is appreciated.
- Room: Sweep and clean floor and surfaces
- Bathroom: Take personal items with you.
- Kitchen: Transfer personal food to the common fridge and pantry.
- Leave all spaces clean.

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HALLE

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We consider the well-being of everyone as our collective responsibility, fostering a trusting, open, and harmonious atmosphere. Despite not knowing each other individually, we form a close-knit community.

OUTSIDE THE HALL

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EVENTS

- To host events at Moos, please contact _____ [contact person's name].
- Familiarize yourself with the rules, particularly quiet hours, and coordinate event plans with Jacob and Julia.
- Events require a designated host.

Hall / Remise:

Prior communication is necessary for the following available inventory:

- Chairs
- Extra lights
- Sound system (confirm availability)
- Boxes (confirm availability)
- Beamer (confirm availability)

For catering arrangements, please contact _____ [contact person's name] in advance.