## General information about renovations in housing association Fanö

When you are about to renovate there can be a lot of things to keep in mind. The purpose of this document is to give you a guideline about what is allowed in the housing association and if you need to get an application granted before you start your project. This document will give you some information, if you have any further questions please contact either the board of the housing association or the property management.

When you live in a housing association you as a tenant owner is responsible for the renovations even if you hire a craftman to do the work. It is therefore important that you inform the person or entrepreneur about rules of the housing association!

## Consideration

We live in a rather big housing association and we need to show consideration toward our neighbours and everyone's needs. This also applies when we renovate in our homes. Before you start to renovate please inform your neighbour, for example by posting a note in the entrance, that you will renovate and how long this approximately will be ongoing. Information should be sent out at least in advance of your renovations if your neighbours needs to do any arrangements to not be disturbed.

Craftsmanship's that causes noise can occur between:
monday - friday 08.00 - 18.00 and saturday - sunday 10.00-18.00.

## Bathrooms and toilets

Send in your application to the board of the housing association before you hire a craftsman. You can find the form at the housing associations' website below Archive and Renovations.

## Floor drain/shut off valves

The floor drain can not be moved without a granted report from the board of the housing association.
The cost for changing of the floor drain or shut-off valves will be covered of the housing association. To be recompensated for the cost you must send a copy of the wet room certificate assigned from you entrepreneur as well as an attestation of the wet room when the job is done.

## Radiator

Radiators can not be replaced with a waterborne towel dryer because of possible issues the heating system. The housing association and insurance companies requires you to hire a professional with certificate to do the work according to standard and regulations.

## Membrane

You, the holders of tenant ownership, are responsible to keep membrane intact. This is important to prevent water damages and issues both you and your neighbours.

## Inspection hatch in bathroom

In your bathroom you have an inspection hatch for technicians to be able to reach the water supply. The inspection hatch but be easily accessible and can under no circumstances be covered! If the inspection hatch is covered when the water supply needs to be reached the authorised repairer have the right to do make the inspection hatch accessible. If any damages occur in the event of reaching the inspection cost no cost will be recompensated from the housing association. The holder/holders of tenant ownership will have to pay for repairs and restoration.

## Water and drain installations

You need to contact the board of the housing association in advance before you start the project. Please plan ahead and send in your application before you hire a professional. You can find the application on the housing associations' web site under archive and renovations.

Professionals should always be hired when projects, such as kitchen and bathroom renovations, includes change in water and/or drain installations. If you need to shut the water in the apartment/building, please contact the property management Nordstaden.

## Kitchen fan and ventilations

The kitchen fan is connected to the ventilations system in the building. The kitchen fan belongs to the housing association and can therefore not be removed or changed. It is possible to change the kitchen fan to another granted model, you can find granted models on the website, before any change occurs an application must be granted of the board of the housing association.

Replacements of kitchen fans that is not granted of the housing association and causes issues in the ventilation systems will be paid by the tenant owner.

## Ventilation system

Renovations of the ventilation system is not allowed because it can cause issues in the current system. If an issue occurs in the ventilation system moisture damage can become an issue for you and your neighbours. The housing association have to do regular mandatory ventilation inspections and if the inspection is not granted and it is caused by a tenant owner then the addition cost related to this can possibly be paid by the one causing the additional cost.

## Electric installations

If you intent to do any changes of the electric installations in your apartment laws and regulations must be followed. To ensure to what it entails please see information at Electric safety board web page, www.elsakerhetsverket.se. Always check that the company you intend to use for electrical installation services is registered with the National Electrical Safety Board.

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## Demolition of part of or whole wall

If you want to demolish parts or a whole wall an application must be sent to the board of the housing association and the board must grant the application before any job starts. No job can be done on load-bearing walls.

The application must be received at least a month ahead before the job starts because the request must be processed on a board meeting. Fill out the application and write a description of what you want to do. Attach drawings, report from design engineer and other relevant information related to the application. Before any work can start the board must grant the application, this you will receive by letter/mail.

## Construction material and/or trash

Construction material and/or trash from the renovation can not be stored in the stairwells because it can aggravate evacuation as well as it can cause a fire. Please ensure to cover the floors in the stairwells when renovating to not cause any damages or leave trash behind in common areas that will affect you and your neighbours.

## Questions related to renovation

If you have any questions related to renovations please contact the property management, Nordstaden or the board of the housing association.

The board of the housing association Fanö

