



## REGULATION

### TRIESTE

Via Fabio Severo 40, 34127 Trieste (the "Residence")

- A) This regulation (the "Regulation"), which integrates and constitutes an integral part of the Hospitality Agreement entered into with the Grantor (the "Agreement"), whose definitions fully apply to this Regulation, represents an orientation tool for the clients and the guests of the Residence and provides, together with the Schedule of Services and Costs attached to this Regulation (the "Schedule of Services and Costs"), the mandatory rules applicable to any individual entering and staying at the Residence and at its accommodations.
- B) The accommodations meet the residential needs of the customers. The customers and all other guests of the Residence shall politely, supportively and inclusively behave. They shall take care of the common spaces, the rooms, the relevant furniture and the activities carried out at the Residence.
- C) This Regulation and the Schedule of Services and Costs will be periodically updated as deemed necessary by the Management Office. The update will be made available at the Management Office and will be considered as immediately effective.

#### Art. 1 Guests

- C)...1 The Customer acknowledges that the access of visitors, relatives, friends, guests and any other third party (the "Guest") to the Residence and the Accommodation is allowed only:
- (i) to those persons having the legitimate right to stay in Italy, upon prior authorization of the Management Office (to be required by sending an e-mail to the address as indicated in this Regulation); and
  - (ii) after the registration of a valid Identity Document of the Guest (as defined in the Agreement) with the Management Office. This applies to any eventual health care or social service or to any other private service to be provided at the Residence or at the Accommodation upon the client's request, save that in an event of emergency.
- C)...2 The Management Office shall be entitled to restrict access to any Guest at its own discretion and for safety reasons.
- 1.3 The Customer will be entitled to host in its Accommodation only one Guest at a time subject to the Management Office prior authorization and exclusively when the Customer is staying at the Accommodation and within the limits and according to the provisions of the Schedule of Services and Costs and, in case of a double Accommodation, upon prior consent of the Second Guest.
- 1.4 The Customer shall assure that the Guest will acknowledge and respect all the provisions of this Regulation and will be jointly and severally liable with the Guest for any breach during its stay at the Residence. The Customer shall expressly authorize the access and the stay of the Guest in the Accommodation and in the Residence as well as assure that the Guest have examined and accepted the Schedule of Services and Costs.

#### Art. 2 Access Rules

- 2.1 The operation of check-in and check-out activities shall be carried out during the hours as set in the Schedule of Services and Costs. Check-in and the check-out outside those hours will be carried out according to the availability of the Management Office at the additional cost as provided in the Schedule of Services and Costs, which will be borne by the Customer. At the check-in, the Customer accepts the Accommodation and confirms that it is furnished, in good conditions, clean and suitable to the use for it is granted
- 2.2 The Customer expressly authorizes the Grantor, upon yielding up the Accommodation and in any case of early termination of this Agreement, to take possession of the Accommodation and remove any item of the Customer left at the Accommodation in the event of non-attendance of the Customer at check-out or in case of his extended unreachability. In such cases the Parties agree that the Grantor will deposit the Customer's items in a storage selected by the Grantor in the name, on behalf of the Customer for a maximum period of 14 days. Failure of collecting such belongings within the maximum period entitles the Management Office to dispose of them with express waive to any compensation claim. Any cost in relation to the custody of such belongings shall be borne by the Customer exclusively.
- 2.3 It is forbidden to allow the staying of any persons subject to restrictive measures ordered by Court at the Accommodation. Any breach of this provision triggers termination of the Agreement pursuant to art. 1456 of the Italian Civil Code.

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2.4	The Accommodation is provided solely for the Customer's temporary residential purposes and it is forbidden to establish the personal residence at the Accommodation or at the Residence or to carry out or establish the registered offices of any business activity thereto, including activities carried out on-line.
2.5	The Management Office will be entitled to access the Accommodation directly or through its appointed personnel, including during the absence of the Customer, where the circumstances so require, such as, by way of example in case of protracted absence of the Customer, in case of unauthorized persons staying at the Accommodation, for repair and maintenance works. It is understood between the Parties that by signing this Regulation the Customer expressly authorizes such accesses to the Management Office. Before any access, the Management Office will if possible make an attempt to contact the Customer.
<b>Art. 3 Rules of Conduct and Use</b>	
3.1	The Customer and each Guest shall respectfully and politely behave inside and outside the Residence at any time and shall not cause any interference to the other customers of the Residence. The Customer is liable to use and take care of the Accommodation and the common parts of the Residence and will be liable for any damage or loss that he may cause. The cleanings shall be only carried out by the personnel of the Grantors or appointed by this latter.
3.2	The keys (mechanical, electrical or with codified cards, as the case may be) of the Accommodation shall always be removed from their support when the Customer leaves the Accommodation. It is forbidden to duplicate, alter and/or attempt repairing the keys of the Accommodation. In case of loss or damage of the keys the Customer shall immediately inform the Management Office (and in any case within 24 hours) and pay the amount indicated in the Schedule of Services and Costs.
3.3	In order to maintain order and compliance to of the rules of peaceful cohabitation in the Residence the Customer shall not cause nuisance to the Residence and to the other accommodations that exceed the normal tolerance.
3.4	Noises arising from the Accommodation are prohibited if higher than the normal tolerance level. It is always forbidden to slam doors and drag chairs. Noises caused by the Customer and by its Guests in any other part of the Residence, including running and speaking loudly in the common areas, are always prohibited.
3.5	It is forbidden to introduce any weapon or explosive material in the Residence and in the Accommodation. Any breach will trigger termination of the Agreement pursuant to art. 1456 of the Italian Civil Code.
3.6	It is forbidden the introduction and the use of drugs and in general the carrying out of any criminal activity in the Residence and in the Accommodation Any breach will trigger termination of the Agreement pursuant to art. 1456 of the Italian Civil Code.
3.7	It is forbidden to smoke in any part of the Residence and in the Accommodation.
3.8	It is forbidden to drink alcohol or liquors in the common areas of the Residence.
3.9	It is forbidden to introduce and keep animals of any sort in the Accommodation and in the Residence.
3.10	The Customer undertakes to maintain the Accommodation in good maintenance, cleanliness and hygiene conditions.
3.11	Where necessary, based on the outcome of the periodic inspection and at its discretion, the Management Office will be entitled to carry out further cleanings in the Accommodation in order to guarantee the respect of minimum standard of hygiene and health, charging to the Customer the additional costs.
3.12	It is forbidden to carry out modifications, improvements and/or additions to the Accommodation and the common parts of the Residence, its furniture and the decorative finish of them. The introduction of new furniture shall be expressly approved by the Management Office. It is forbidden to carry out any modification to the fabrics or the surfaces of the Accommodation or to install equipment. Any damage attributable to the Customer will be charged according to the Schedule of Services and Costs.
3.13	It is forbidden to apply adhesive tape or blu-tack or similar adhesive materials, pins, nails or screws to the walls. Any damage attributable to the Customer shall be charged according to the Schedule of Services and Costs.
3.14	It is forbidden to throw down the toilet any sanitary, to pour down oil or grease in the drains or to cause any clog, block or damage to the drains or the pipes. Any damage attributable to the Customer shall be charged according to the Schedule of Services and Costs.
3.15	The Management Office will have exclusive decisional power in relation to the modalities and the periods of activation of the heating during winter and of the air conditioning during the summer, both centralized. The Customer acknowledges and accepts that the Management Office shall at its own discretion choose the hours and the duration of activation of these systems in compliance with the temperature standards set by the Management Office based on its specific energy saving needs and on applicable regulations.





- 3.16 For safety reasons and energy savings purpose, it is forbidden to install in the Accommodation electrical devices and electrical appliances in addition to those already installed in the Accommodation, such as for example washing machines, dishwashers, electrical heaters, supplementary summer air conditioning units or others. Any breach shall be charged according to the Schedule of Services and Costs.
- 3.17 It is forbidden to require new telephone, television or satellite connections for the Accommodation.
- 3.18 It is forbidden to arrange parties in the Accommodation and in the common Areas of the Residence. In case of dinners and meetings with more than four people it is necessary the prior written authorization of the Management Office.
- 3.19 It is forbidden to obstacle, put or hang on or out the windowsill or out the windows any garment, linen and object which could cause a danger or alter the decorum of the Residence or show signs or banners which could produce disagreement.
- 3.20 It is forbidden to park cars, motorcycles and cycles out the indicated areas, on the ramp of the garage, in front of the entrance gate, in the parking areas reserved by the Residence to personnel or to disable persons. It is forbidden pedestrian access to the garage ramp.
- 3.21 The laundromat is reserved to the customers of the Residence which shall comply with the operating instruction. The laundromat is managed by a third party provider and the Grantor will not be liable for the possible damages or thefts of personal belongings in the laundromat. In particular, the Grantor will not be liable for the possible damages to the garment of the Customer caused by a mistaken use of the washing machine or of the dryer.
- 3.22 The use of all the other common parts of the Residence is allowed in compliance with the rules as from time to time established by the Management Office.
- 3.23 It is forbidden to occupy the hallways of the Residence and its common parts with personal belongings including carpets, plants or other objects.
- 3.24 It is forbidden to leave any rubbish in the Accommodation or in the common areas of the Residence. It is mandatory to recycle in compliance with the applicable municipal rules and throw away the rubbish in the appropriate bins.
- 3.25 It is forbidden to throw away the rubbish and any other waste material (such us bottles, food boxes, plastic bags or similar) in the park (if any) adjacent to the Residence.
- 3.26 Except for the emergency situations, it is forbidden to use the emergency exists and to activate or to cause the activation of the fire prevention systems under penalty of the termination of the Agreement pursuant to art. 1456 of the Italian Civil Code.
- 3.27 Any Customer's personal belonging left in the Accommodation at the expiry of the Agreement will be preserve at a storage selected by the Management Office in the name, on behalf and at expenses of the Customer for a maximum period of 14 days. The failure to collect such belongings within the maximum period above mentioned shall authorize the Management Office to destroy them with express waive to any compensation claim.
- 3.28 In the event the Client wishes to extend his stay at the Residence, it shall provide prompt communication to the Management Office, it being agreed that the Management Office does not in any case guarantee to give the Customer the same Accommodation. In case the Customer intends to extend its stay at the Residence, it shall execute a new agreement with the Grantor on the basis of the availability of the accommodation and at conditions applicable at the moment of its request.
- 3.29 The Customer shall immediately inform the Management in case of it contracts contagious diseases or is subject to the home quarantine. In addition to the above the Customer shall comply with the provisions of the national, regional and local competent authorities as well as with the regulations applied in the Residence with reference to the contrast and to the containment of the spread of the virus and pandemic.

#### ART. 4 Breach of Rules

- 4.1 In case of breach of the Customer to the provisions of the Regulation and of the Schedule of Services and Costs, the Management Office will be entitled, on behalf of the Grantor, to issue warning notices inviting the Customer to remedy as well as to apply, at its own discretion on the basis of the entity of the breach, penalties and to require the payments of the compensations on the basis of the costs as from time to time indicated in the Schedule of Services and Costs. After two written warnings by the Management Office or in case of repeated and serious breach of the Regulation and of the Schedule of Services and Costs, the Management Office will be entitled to terminate this Agreement pursuant to art. 1456 of the Italian Civil Code and to order to the

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Customer to leave the Residence, with the subsequent loss of the Security Deposit.

- 4.2 In order to apply the penalties and collect the amounts due by the Customer, the latter acknowledges and authorizes the Management Office to deduct from the Security Deposit all amounts due by the Customer that remains unpaid after 7 days from the request of the Management Office.

#### ART 5 Emergencies, Urgent works and Maintenance

- 5.1 With regard to the repair and maintenance works, the Management Office will be entitled to carry them out in a way and at times that may vary according to the nature of the activity. The maintenance shall be only carried out by the personnel of the Grantor / appointed by Grantor.
- 5.2 Emergencies - including emergencies to preserve the safety of the Residence and of the customers. The emergencies include, by way of example: fire, explosion, flooding or significant water leaks, presence of smoke of uncertain origin, unauthorised persons into the Residence, breaking and theft, evidence of structural damages, public order problems. In all such cases, the Management Office will be entitled to intervene as soon as possible and at any time after receiving communication to be sent by email and to the emergency number. In any event of emergency works the Management Office reserves the right to move the Customer to a different Accommodation if so required in the circumstances.
- 5.3 Urgent Works – Amongst the urgent works, there are, by way of example, the heating malfunction during winter (December-February), the total lack of water and the electricity in the Accommodation, the detachment of the goods or parts of the Accommodation which endanger the safety of goods and persons. In such cases, the Management Office, informed by e-mail or through the emergency number, may intervene also out of office hours, in normal time to fix the problem which may be different depending on the urgency of the intervention. If the problems to be fixed are caused by the Customer, it shall pay the additional amounts for the intervention carried out out of office hours.
- 5.4 Maintenance -. In relation to any ordinary and extraordinary maintenance issue the Management Office is available only during office hours and it will not be permitted to contact the availability number during the night hours. The works for ordinary and extraordinary maintenance of the Residence will be communicated in advance by the appropriate signs affixed in the common areas of the Residence.

All communications of the Customer to the Management Office shall be sent to the following e-mail address: [Info.trieste@rtmliving.com](mailto:Info.trieste@rtmliving.com).

#### Annex: Schedule of Services and Costs

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Trieste, Date 14/07/2021

Signed by way of full acceptance

The Customer \_\_\_\_\_

[In case of minors [The undersigned \_\_\_\_\_ with \_\_\_\_\_ citizenship, passport no. \_\_\_\_\_ executes this Regulation in its quality of legal representative of \_\_\_\_\_ with \_\_\_\_\_ citizenship, passport no. \_\_\_\_\_ and expressly authorizes its presence at the Residence pursuant to articles 2 and 318 of the Italian Civil Code.]

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### **Annex to DoveVivo Residence Regulations**

Collegio Fonda students will be required to comply with the Residence Regulations of DoveVivo Campus Trieste like all other guests. However, as beneficiaries of an accommodation directly managed by DoveVivo Campus Trieste but assigned and paid by Collegio Fonda, College students will have to respond to both DoveVivo Management Office and Collegio Fonda in case of non-compliance with the Residence Regulations. Therefore, for College students only, the following articles of said document are hereby modified as follows:

- 1.2 The Management Office and Collegio Fonda shall be entitled to restrict access to any Guest at their own discretion and for safety reasons.
- 4.1 In case of breach of the Customer to the provisions of the Regulation and of the Schedule of Services and Costs, the Management Office and Collegio Fonda will be entitled, on behalf of the Grantor, to issue warning notices inviting the Customer to remedy as well as to apply, at their own discretion on the basis of the entity of the breach, penalties and to require the payments of the compensations on the basis of the costs as indicated in the Schedule of Services and Costs. After two written warnings by the Management Office and/or or by Collegio Fonda, or in case of repeated and serious breach of the Regulation and of the Schedule of Services and Costs, the Management Office will be entitled to terminate this Agreement pursuant to art. 1456 of the Italian Civil Code and to order to the Customer to leave the Residence, with the subsequent loss of the Security Deposit and Collegio Fonda may determine immediate expulsion from the College.
- 4.2 In order to apply the penalties and collect the amounts due by the Customer, the latter will be required to pay all amounts due within 7 days from the Management Office's request. Failure to do so will result in immediate expulsion from the College.

It is further specified that "the Customer" means " the College student," and "the College" means "the Collegio universitario "Luciano Fonda".

By signing you acknowledge that you have read and accepted this Annex to the Residence Regulations of DoveVivo Campus Trieste.

Student name and surname \_\_\_\_\_

Date \_\_\_\_\_ Signature for acknowledgement \_\_\_\_\_