

## ULIVING REGULATIONS

2025

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## **1.0. Introduction**

1.0.0. ULIVING BRASIL HOSPEDAGEM ESTUDANTIL LTDA., a private legal entity registered under CNPJ/MF No. 18.359.617/0001-63, herein represented by its administrators and hereinafter referred to as “Uliving”.

1.0.1. This document establishes the rules of coexistence, defines the responsibilities of users, residents, and guests, and sets forth applicable sanctions in the event of violations of the rules herein, ensuring respect for the shared environment and preservation of property.

1.0.2. In addition to promoting harmony among residents and the management team, these Regulations govern the use of common areas, detail the rights and obligations of all parties, and establish objective criteria for the application of penalties, including fines proportional to the severity of the infraction.

1.0.3. There is a list of example infractions classified as minor, moderate, serious, and very serious, as well as the corresponding fine amounts, providing greater transparency and understanding for residents.

1.0.4. These rules were prepared in accordance with applicable legislation, especially the Civil Code, the Tenancy Law, and other relevant regulations, with the purpose of balancing rights and responsibilities to foster peaceful, safe, and respectful coexistence.

## **1.1. General Rules**

1.1.0. All residents, upon signing their lease agreements, acknowledge full and unequivocal awareness of the existence and complete content of these Internal Regulations, committing to read them in full and comply with them strictly.

1.1.1. These Regulations are permanently available on the official Uliving website, at the following addresses:

<https://storage.googleapis.com/uliving-core/public/REGULAMENTO-PT.pdf>

<https://storage.googleapis.com/uliving-core/public/REGULAMENTO-EN.pdf>

and it is the resident's sole responsibility to consult them.

1.1.2. Acknowledgment and acceptance of the terms, conditions, and penalties set forth herein are mandatory requirements for the execution and continuation of the lease agreement. Claims of ignorance of the provisions will not be accepted under any circumstances or justification.

1.1.3. By accepting these Regulations, the resident becomes legally bound to its provisions, ensuring that all commitments assumed in the lease agreement are governed by these rules, established to protect collective interests, user rights, and harmony within the property.

## **1.2. Administrator's Obligations**

1.2.0. The Administrator commits to including specific clauses in lease agreements requiring residents, their dependents, and visitors to fully comply with these Internal Regulations.

1.2.1. This contractual obligation is essential to maintain balance in coexistence relationships, ensure compliance with the rules, and guarantee that all users of the property commit to upholding and respecting these regulations.

1.2.2. The Administrator reserves the right to update or revise these Internal Regulations, with a prior notice of 30 days, as contractually established.

## **1.3. Identification of Residents and Visitors**

1.3.0. All residents and their guests, whether permanent or temporary, must identify themselves at the Uliving reception before accessing any area of the property.

1.3.1. Identification is essential for access control, property protection, and the safety of all users.

1.3.2. Failure to comply with this rule will be considered a serious infraction, subjecting the violator to the penalties provided, including warning, fine, and, in cases of recurrence, restriction of access for the visitors involved.

#### **1.4. Access to Units by the Administrator**

1.4.0. Residents must allow the Administrator or its representatives to access their units whenever necessary, provided they are notified at least 24 (twenty-four) hours in advance, for inspections or services related to building structure, safety, cleaning, hygiene, or general maintenance.

1.4.1. In emergencies, access may occur without prior notice and, whenever possible, accompanied by witnesses or members of the administrative team to safeguard the security of all residents and protect the property.

1.4.2. The financial responsible party may request access to the unit, even without the resident's authorization, in exceptional and duly justified situations (such as health/safety risks or suspicion of abandonment), provided the family relationship and financial responsibility to the Administrator are proven. All exceptional access will be accompanied by an Administrator representative, recorded in a log, and communicated to the resident.

1.4.3. Failure to comply with this rule may result in a serious infraction, subject to contractual sanctions and the applicable fine.

#### **1.5. Responsibility for Damage to Common Property**

1.5.0. Any damage caused to common areas or shared assets will be assessed by the Administrator, who will charge the responsible party the full cost of repair or replacement, plus an administrative fee of up to 20% of the total value.



1.5.1. Responsibility for the damage will be formally communicated to the resident, with a technical report provided when applicable.

1.5.2. If it is not possible to identify the individual responsible, costs may be shared among directly involved residents or, when applicable, among all users of the property.

## **1.6. Civil Liability for Damage to Third Parties**

1.6.0. Any resident who causes material damage or losses to other residents, visitors, or third parties will be fully responsible for their actions or omissions, in accordance with the Civil Code.

1.6.1. Non-compliance with this rule will be treated as a serious infraction, subjecting the violator to contractual sanctions and a fine proportional to the extent of the damage.

1.6.2. The Administrator will not be held responsible for damages caused to third parties by residents or visitors, and the violator must assume full legal consequences.

## **1.7. Preservation of Property and Compliance with Rules**

1.7.0. All residents, visitors, and employees must protect and preserve the physical and intangible assets of the property, comply with the rules established in these Regulations, and promote peaceful and respectful coexistence.

1.7.1.

The Administrator reserves the right to verbally or formally warn any person who fails to comply with the provisions set forth herein. More severe penalties, such as fines, access restrictions, or termination of the lease agreement, may be applied in cases of serious violations or repeated offenses.

1.7.2.

Visitors who fail to respect the rules may have their access temporarily or permanently prohibited, depending on the severity of the infraction.

## **1.8. Prohibition of Harassment and Discrimination**

1.8.0. Any type of harassment or discrimination is strictly prohibited, whether by action or omission, based on race, color, religion, gender, sexual orientation, gender identity, nationality, age, disability, pregnancy, genetic information, marital status, social condition, or any other reason that violates human dignity and the principles of equality established under Brazilian law.

1.8.1. Failure to comply with this item will be considered a very serious infraction, subjecting the violator to the maximum penalties established in this Regulation, including fines, immediate termination of the rental agreement, and notification to the competent authorities, when applicable.

1.8.2. If an act of harassment or discrimination committed by any resident, visitor, or dependent—whether publicly exposed or not, and whether inside or outside the premises—causes damage to the image, reputation, or integrity of Uliving, or harms the trust relationship between the Administrator and the resident, the Administrator reserves the right to immediately and unilaterally terminate the lease agreement, without prejudice to the collection of contractual fines or compensation for resulting material and moral damages.

1.8.3. Public exposure is characterized by the dissemination of information, images, or reports related to the incident through media outlets, social networks, or digital platforms that associate Uliving with the reported behavior.

1.8.4. In such cases, in addition to terminating the lease agreement, the Administrator may take appropriate legal measures against the offender, including actions for damage to the company's image and assets.

## **1.9. Prohibition of Sexual Harassment**

1.9.0. Any form of sexual harassment is strictly prohibited, defined as unwanted sexual advances, offensive comments, obscene gestures, non-consensual touching, display of inappropriate content, or any conduct that compromises the dignity of the affected individual, whether inside or outside Uliving premises.

1.9.1. Failure to comply with this item will be treated as a very serious infraction, resulting in immediate termination of the lease agreement and application of the maximum fine established in this Regulation, without prejudice to legal action against the offender.

1.9.2. If an act of harassment committed by any resident, visitor, or dependent—whether publicly exposed or not, and whether inside or outside the premises—causes damage to the image, reputation, or integrity of Uliving, or harms the trust relationship between the Administrator and the resident, the Administrator reserves the right to immediately and unilaterally terminate the lease agreement, without prejudice to the collection of contractual fines or compensation for resulting material and moral damages.

1.9.3. Public exposure is characterized by the dissemination of information, images, or reports related to the incident through media outlets, social networks, or digital platforms that associate Uliving with the reported behavior.

1.9.4. The Administrator reserves the right to notify competent authorities to investigate the facts and take appropriate legal measures, ensuring the protection of the company's integrity and reputation, as well as the well-being of all residents and staff.

## **1.10. Shared Apartments and Occupancy by New Residents**

1.10.0. In shared apartments, if one of the occupants vacates the unit on a date different from the other, the Administrator has the right to make the vacant bed or space available for lease to a new resident, without the need for consultation with the remaining occupant.

1.10.1. The remaining occupant agrees to respect the entry and stay of new residents, without prejudice to their own right to use the unit.

1.10.2. The Administrator is not responsible for personal incompatibilities between residents, except when contractual or regulatory infractions by the occupants are identified.

1.10.3. The resident must exclusively use the bed assigned to them in the contract. It is forbidden to use another bed, furniture, or space belonging to another resident, even if temporarily unoccupied. Changing beds among residents without prior written approval from the Administrator is also prohibited. Improper occupancy constitutes a serious contractual violation.

#### **1.11. Internal Relocation in Shared Apartments**

1.11.0. The resident expressly and irrevocably authorizes the Administrator to relocate them to another bed or space within the same apartment in the event of vacancy or operational necessity.

1.11.1. The relocation will be carried out exclusively to maintain or improve the resident's contracted category, with no additional financial cost.

1.11.2. The Administrator commits to informing the resident about the relocation at least 24 hours in advance, except in exceptional situations, in which case notice will be given as soon as possible.

#### **1.12. Apartment/Unit Change**

1.12.0. The resident may request a change of apartment at any time at the reception with the Student Relations team, observing the criteria established for each contract:

**a) 12-month contracts:** The request may be made after 30 days from the move-in date, and a new change will only be allowed after 6 months;

**b) 6-month contracts:** The request may be made after 30 days from the move-in date, and a new change will only be allowed after 3 months.

1.12.1. To complete the change, the resident must be up to date with all payments prior to submitting the request.

1.12.2. At Uliving's discretion, the resident may be asked to provide additional documents for evaluation.

1.12.3. Requests must be submitted at least 15 (fifteen) business days in advance, and the transfer will always occur on the 1st day of the following month.

1.12.4. The move to the new room or unit will only be allowed after the signature of a contract amendment or a new lease agreement.

1.12.5. Special conditions and discounts are non-transferable and non-cumulative.

### **1.13. Payment and Fees Related to Apartment/Unit Changes**

1.13.0. The resident will be responsible for paying the cleaning fee for the room being vacated, as well as covering any damages, within up to 2 (two) business days before check-in to the new room.

1.13.1. Payment for the apartment change must be made via bank slip ("boleto") issued by the Administrator.

1.13.2. If the resident chooses to pay by credit/debit card, an additional fee of 2.9% will apply. A fee of R\$150.00 (one hundred fifty reais) will also be charged for general cleaning and sanitization of the apartment. For rooms with pets, the fee will be R\$250.00 (two hundred fifty reais).

1.13.3. Replacement of the mattress cover is mandatory and costs R\$150.00, regardless of damage or improper sanitization. The amount will be charged via bank slip in the case of an apartment change, or deducted from the security deposit in cases of a unit change or contract termination.

#### **1.14. Security Deposit Related to Apartment/Unit Changes**

1.14.0. In the case of a unit change, the security deposit from the previous contract will be returned at the end of that contract, with applicable deductions and without monetary adjustment, within the contractually established timeframe. A new deposit will be required for the new unit and must be paid before check-in.

1.14.1. In the case of a room change within the same building, the security deposit remains unchanged.

#### **1.15. Restrictions for Changes**

1.15.0. Apartment changes (upgrade/downgrade) are only allowed up to 60 (sixty) days before the end of the contract.

1.15.1. Residents who have given notice of termination ("aviso prévio") cannot request changes.

1.15.2. Apartment and unit changes are only permitted on the 1st day of each month, subject to prior request and compliance with the rules established by the building management.

#### **1.16. Fees and Exceptions**

1.16.0. No early termination fee or notice period will be charged for an approved unit change, provided a new lease agreement is signed.

1.16.1. Any damage to the apartment or unit will be assessed by the Administrator, and the corresponding amount will be charged to the resident.

### **1.17. Payment of Monthly Fees and Expenses**

1.17.0. Payment of rent and mandatory fees must be made exclusively via bank slip (“boleto”) issued by the Administrator, as stipulated in the lease agreement.

1.17.1. For international residents, payment by credit card will be allowed, subject to a 2.9% administrative fee, as contractually stated and in accordance with the Brazilian Civil Code (Articles 421 and 422).

1.17.2. Requests to change the payment method must be submitted between the 10th and 15th of each month. Requests made outside this period will be subject to review and approval by the Administrator, without guarantee of acceptance.

**1.17.3.** Failure to make payment within the established deadline will result in late fees and default interest as set forth in the contract, pursuant to Articles 394 and following of the Brazilian Civil Code, in addition to any administrative and legal measures for collection.

### **1.18. Accepted Payment Methods**

**1.18.0.** Payment will be made exclusively via bank slip (“boleto”) or, for international residents, via credit card.

**1.18.1.** This rule aims to ensure financial control and administrative compliance, and no exceptions will be permitted unless expressly and formally authorized by the Administrator.

### **1.19. Move-in, Move-out and Inspections**

**1.19.0.** Scheduling of move-in, move-out, and inspections must be done at least 72 hours in advance through the Administrator’s official channels, and such activities will occur exclusively during business hours, Monday to Friday, from 9:00 a.m. to 6:00 p.m.

**1.19.1.** Any damages, irregularities, or defects not recorded in the Move-In Inspection Report will be deemed nonexistent and cannot be claimed retroactively during the Move-Out Inspection.

The move-in and move-out inspections serve as formal evidence of the unit's condition and its furnishings. Unjustified absence of the resident authorizes the Administrator to perform the inspection unilaterally, and the report will be deemed accepted if no objections are submitted within 24 (twenty-four) hours of receipt by the resident.

**1.19.2.** Failure to comply with the established deadlines or times releases the Administrator from any responsibility for delays or inability to perform the procedures.

**1.19.3.** In the move-out inspection, absence of the resident will be interpreted as implicit and full acceptance of the inspection report issued by the Administrator, in accordance with Article 110 of the Brazilian Civil Code.

## **1.20. Inspection and Maintenance**

**1.20.0.** The building management is responsible for the operation and maintenance of the systems installed and their distribution networks described below, in the building's common areas and apartments.

**1.20.1.** The building management is responsible for operating and maintaining the following systems:

**1.20.2. Hydraulic System** — composed of the potable water network and fire hydrant network, sewage system, and stormwater collection system.

**1.20.3. Electrical System** — composed of distribution panels for common areas and apartments, including:

- a) Energy intake, metering, and distribution;
- b) Emergency systems;



**1.20.4. Fire Prevention and Protection System** — all fire prevention and protection equipment and installations in the common areas, pressurization pumps, and control panels.

**1.20.5.** Basic apartment maintenance, consisting of:

- a) Leaks or infiltrations;
- b) Electrical failures;
- c) Replacement of light bulbs;
- d) Repair of doors and windows;
- e) Repair of equipment (minibar, TV, cooktop, microwave, air conditioning);
- f) Maintenance of the hydraulic system (faucets and valves, siphons and other connections, drains and flush valves);

**1.20.6.** Pest Control and Extermination

Uliving periodically performs preventive pest control and extermination services in common areas and apartments at no additional cost to residents. However, if pest infestation or presence inside residential units results from negligence, lack of hygiene, or failure to comply with cleaning rules, the resident will be responsible for all extermination, sanitation, and any necessary repair costs.

Once the situation is identified, the Administrator will notify the resident and establish a deadline for corrective action. Failure to comply will authorize Uliving to carry out pest control services compulsorily, and the corresponding cost will be added to the resident's next monthly billing statement.

**1.20.7.** Any damage not included in the maintenance list above or caused by misuse will be the resident's responsibility.

#### 1.20.8. Maintenance Does Not Include:

- a) Supply of batteries for remote controls;
- b) Supply of light bulbs when damaged by residents;

1.20.9. At the end of each contract, a move-out inspection will be conducted, during which charges may apply. Below are the fees for each item:

ROOM AREA / ITEM	Value (BRL)
Door frame and entrance door	R\$ 450.00
Handle and electronic lock	R\$ 1,500.00
Painting (per wall)	R\$ 175.00
Vinyl flooring (per m <sup>2</sup> )	R\$ 500.00
Porcelain flooring (per m <sup>2</sup> )	R\$ 150.00
Polyurethane baseboard (per m <sup>2</sup> )	R\$ 80.00
Light switch (per unit)	R\$ 40.00
Electrical outlet (per unit)	R\$ 50.00
USB outlet (per unit)	R\$ 70.00
Light bulb (per unit)	R\$ 60.00
Bed lamp	R\$ 150.00
Bed headboard	R\$ 650.00
Headboard lamp	R\$ 150.00
“Viúva” mattress (Brazilian 3/4 size)	R\$ 2,000.00
“Viúva” box bed base	R\$ 2,000.00
Single mattress	R\$ 1,500.00
Single box bed base	R\$ 1,500.00
Mattress cleaning / Mattress cover	R\$ 150.00
Air conditioner <i>(may vary depending on extent of damage caused by misuse)</i>	From R\$ 2,000 to R\$ 8,500

Air conditioner remote control (unit)	R\$ 200.00
Mirror (crack or break)	R\$ 900.00
Mirror (residue cleaning)	R\$ 80.00
Window <i>(may vary depending on extent of damage caused by misuse)</i>	From R\$ 2,000 to R\$ 8,500
Window glass (unit) <i>(may vary depending on extent of damage caused by misuse)</i>	From R\$ 380 to R\$ 2,000
Blackout curtain	R\$ 1,500.00
Small wardrobe	R\$ 2,000.00
Large wardrobe	R\$ 2,500.00
Study desk	R\$ 800.00
Desk lamp	R\$ 150.00
Study chair	R\$ 400.00
Shelves and/or cubbies (unit)	R\$ 360.00
Minibar 120L	R\$ 1,500.00
Minibar 80L	R\$ 1,100.00
32" TV	R\$ 1,200.00
43" TV	R\$ 3,000.00
TV remote control (unit)	R\$ 100.00
Cable TV device	R\$ 350.00
TV panel / rack	R\$ 1,100.00
TV mount	R\$ 200.00
<b>Bathroom</b>	
<b>ITEM</b>	<b>Value (BRL)</b>
Painting (per wall)	R\$ 100.00
Frame and bathroom door	R\$ 450.00
Porcelain tile flooring (per m <sup>2</sup> )	R\$ 150.00
Ceramic flooring (per m <sup>2</sup> )	R\$ 70.00
Polyurethane baseboard (per m <sup>2</sup> )	R\$ 80.00
Light switch (unit)	R\$ 40.00

Outlet (unit)	R\$ 50.00
Light bulb (unit)	R\$ 40.00
Exhaust fan	R\$ 250.00
Window <i>(may vary depending on extent of damage caused by misuse)</i>	From R\$ 150 to R\$ 4,000
Granite countertop (large)	R\$ 1,250.00
Granite countertop (small)	R\$ 900.00
Slate countertop	R\$ 750.00
Ceramic sink	R\$ 300.00
Bathroom cabinet <i>(may vary depending on extent of damage caused by misuse)</i>	From R\$ 700 to R\$ 7,000
Mirror (crack or break)	R\$ 900.00
Mirror (residue cleaning)	R\$ 80.00
Faucet	R\$ 350.00
Toilet with attached tank	R\$ 500.00
Toilet seat	R\$ 100.00
Trash bin	R\$ 50.00
Toilet paper holder	R\$ 50.00
Drain (unit)	R\$ 60.00
Hand towel holder	R\$ 50.00
Bath towel holder	R\$ 150.00
Soap holder	R\$ 50.00
Shampoo holder	R\$ 50.00
Toilet paper holder / hooks (unit)	R\$ 50.00
Shower head	R\$ 250.00
Heating element (electric shower)	R\$ 55.00
Tempered glass shower enclosure	R\$ 2,500.00
<b>Pantry/Kitchenette (Copa)</b>	
<b>ITEM</b>	<b>Value (BRL)</b>
Painting (per wall)	R\$ 100.00

Wall tile (per m <sup>2</sup> )	R\$ 85.00
Porcelain tile flooring (per m <sup>2</sup> )	R\$ 150.00
Ceramic flooring (per m <sup>2</sup> )	R\$ 70.00
Polyurethane baseboard (per meter)	R\$ 80.00
Light switch (unit)	R\$ 40.00
Outlet (unit)	R\$ 50.00
Light bulb (unit)	R\$ 40.00
Granite countertop	R\$ 1,000.00
Table countertop	R\$ 1,250.00
Counter chair (unit)	R\$ 580.00
Dining chair (unit)	R\$ 350.00
Shelf	R\$ 360.00
Stainless steel sink (large)	R\$ 300.00
Stainless steel sink (small)	R\$ 250.00
Kitchen faucet	R\$ 350.00
Range hood	R\$ 650.00
Cooktop - Large <i>(may vary depending on extent of damage caused by misuse)</i>	From R\$ 1,200 to R\$ 1,500
Cooktop - Small <i>(may vary depending on extent of damage caused by misuse)</i>	From R\$ 500 to R\$ 1,200
Electric oven 59L	R\$ 1,500.00
Microwave 20L	R\$ 600.00
Microwave plate	R\$ 100.00
Electrolux Microwave – White	R\$ 650.00
Electrolux Microwave – Gray	R\$ 800.00
Minibar 120L	R\$ 1,500.00
Minibar 80L	R\$ 1,100.00
Refrigerator	R\$ 3,800.00
Air-conditioner remote control	R\$ 200.00

Air-conditioner <i>(may vary depending on extent of damage caused by misuse)</i>	From R\$ 2,000 to R\$ 8,500
Cabinet	R\$ 1,000.00
<b>Living Room (Sala)</b>	
<b>ITEM</b>	<b>Value (BRL)</b>
Painting (per wall)	R\$ 175.00
Polyurethane baseboard (per meter)	R\$ 80.00
Porcelain tile flooring (per m <sup>2</sup> )	R\$ 150.00
Vinyl flooring (per m <sup>2</sup> )	R\$ 500.00
Door frame and door	R\$ 450.00
Light switch (unit)	R\$ 40.00
Outlet (unit)	R\$ 50.00
Light bulb (unit)	R\$ 60.00
Light fixture	R\$ 100.00
Sofa	R\$ 3,500.00
Chair (unit)	R\$ 400.00
Coffee/side table <i>(may vary depending on extent of damage caused by misuse)</i>	From R\$ 350 to R\$ 1,000
Pouf	R\$ 350.00
Armchair (unit)	R\$ 800.00
32" TV	R\$ 1,200.00
43" TV	R\$ 3,000.00
TV remote control (unit)	R\$ 100.00
TV receiver box	R\$ 350.00
TV panel / rack	R\$ 1,100.00
TV wall mount	R\$ 100.00
Air conditioner <i>(may vary depending on extent of damage caused by misuse)</i>	From R\$ 2,000 to R\$ 8,500
Air-conditioner remote control (unit)	R\$ 200.00

### **1.21. Move-Out Cleaning Fee**

1.21.0. A mandatory fee of R\$150.00 will be charged for general cleaning of the unit at the end of the lease, which will be deducted directly from the damage deposit.

1.21.1. For apartments with pets, the fee will be R\$250.00, due to the need for special sanitization.

### **1.22. Damage Deposit**

1.22.0. All residents are required to pay the damage deposit informed during negotiation, up to 2 (two) business days prior to the start of the lease.

1.22.1. The damage deposit is exclusively intended to cover potential damages to the property at the end of the lease. This amount does not serve as an advance payment of rent and therefore cannot be used to offset any monthly installment.

1.22.2. At the end of the lease, an amount of R\$150.00 will be deducted from the damage deposit for general cleaning and sanitization of the apartment. For units with pets, the amount of R\$250.00 will be deducted.

1.22.3. In addition to the cleaning fee, a mandatory charge of R\$150.00 will be applied for mattress cover replacement. This fee applies regardless of damage or insufficient sanitation. The amount will be deducted directly from the damage deposit, as established in the contract. The replacement of the mattress cover is a standard measure to ensure hygiene and safety.

1.22.4. If the Damage Deposit is not sufficient to cover losses caused by the TENANT or RESIDENT to the Property and/or Furniture, the TENANT is obligated to reimburse the difference between the Damage Deposit and the additional amounts incurred by the LANDLORD for repairs and/or replacements to the Property and/or Furniture/Equipment.

### **1.23. Apartment Electricity Bill**

1.23.0. The apartment's electricity bill is included in the building administration fee, the amount of which is defined by the Administrator. Individual electricity consumption related to air-conditioning use will be calculated monthly and shared among the apartment residents when applicable. The corresponding amount will be included in the following month's rent invoice and may vary according to consumption and operational costs as defined by the Administrator, who may change it at their discretion through simple notice to residents.

1.23.1. In shared apartments, the amount will be divided equally among residents.

1.23.2. Electricity expenses related to common areas will be proportionally divided among all residents, pursuant to Article 567 of the Brazilian Civil Code, and charged in the subsequent monthly invoice.

### **1.24. Electricity**

**1.24.0.** The apartment's electricity bill is included in the building administration fee, as described in the Lease/Housing Contract.

- The fee covers electricity related to general use of the private and common areas, except for individual air-conditioning consumption.
- In shared apartments, air-conditioning electricity expense will be equally divided among residents.

### **1.25. Internet**

1.25.0. Wireless internet connection is provided free of charge by the Administrator. Internet speed may vary depending on network conditions and the internet service provider.



1.25.1. The resident's internet is provided through a router supplied by Uliving and installed inside the apartment, along with a dedicated wireless connection for the building's common areas. The resident is responsible for the security of the router inside their apartment, including any replacement costs for damage not caused by technical failures.

1.25.2. Each resident may connect up to 5 devices (laptop, desktop, Smart TV, tablet, and smartphone) when accessing the network in common areas.

1.25.3. To register additional devices, such as gaming consoles (Xbox and PlayStation), the resident must contact the Administration.

1.25.4. The Administrator may establish internet usage limits at any time.

1.25.5. Internet service may experience speed fluctuation and outages. The building operates with only one connection and has no redundancy. This connection is supplied by an external provider, for whose maintenance the Administrator is not responsible.

#### **1.26. Air-Conditioning Usage**

1.26.0. Air-conditioning use will be billed individually, based on specific metering installed in each unit.

1.26.1. The corresponding amount will be included in the following month's invoice, and may vary according to the resident's monthly consumption.

1.26.2. Residents who choose not to use the air-conditioning may request that the unit be disconnected to avoid additional charges, provided that the request is formally submitted to the Administrator.

#### **1.27. Mattress Cover Replacement**

1.27.0. At the end of the lease, a mandatory fee of R\$150.00 will be charged for the replacement of the mattress cover, regardless of damage or condition.

1.27.1. This fee will be deducted directly from the damage deposit, in accordance with the contractual provisions and to preserve the unit's quality and hygiene standards.

### **1.28. Care for the Property**

1.28.0. Residents must take care of all equipment and furniture in order to maintain order, cleanliness, and the proper condition of the entire Property.

1.28.1. If the resident causes any damage to the Common Areas, the Apartment, or third parties, the Administrator reserves the right to perform the repair and request reimbursement from the resident. Non-compliance with this rule constitutes a medium-level infraction.

1.28.2. Residents must keep bathroom and sink drains clean to avoid possible blockages.

1.28.3. Before leaving the apartment, ensure that lights, faucets, shower, air-conditioning, TV, and other equipment are properly turned off.

1.28.4. Some apartments have a TV installed in the room depending on the typology and Unit. In Rio, only Premium category apartments include a TV. You may bring your own TV for certain apartment types that do not include one; however, changing the room layout is prohibited. You may request the installation of a TV wall mount through the app, subject to a service fee and maintenance team availability. Cable TV service is not provided. Please check if the chosen apartment has space for TV installation. The maximum allowed TV size is 32 inches.

1.28.5. Residents are responsible for keeping closets organized, maintaining the apartment in good condition, and ensuring internal and external hygiene. It is strictly forbidden to attach or place any materials on cabinets, walls, doors, or windows. Non-compliance with this rule constitutes a medium-level infraction.

1.28.6. Any damage to the Apartment not included in the maintenance list, as detailed in Section VII – “General Maintenance and Equipment Operations” of this regulation, will be charged separately.

1.28.7. If the resident causes any damage to the Common Areas, the Apartment, or third parties, the Administrator reserves the right to perform the repair and request reimbursement. Non-compliance constitutes a medium-level infraction.

Residents are responsible for regularly washing their bedding and towels, and must use a mattress protector and bed sheets to protect the mattress, ensuring hygiene and cleanliness of the premises.

Residents must keep their apartments clean and well-maintained, including:

1.28.8. Daily removal of waste, using proper plastic bags and disposing of them in designated bins.

1.28.9. It is forbidden to store or dispose of trash in the hallways. Failure to follow this rule, if identified by residents or staff, will be considered a light infraction.

1.28.10. The Administrator may conduct periodic inspections of apartments to verify compliance with hygiene and organization standards. Any violation of the internal regulations will be recorded and subject to applicable sanctions.

## **1.29. Domestic Animals**

1.29.0. Only small-sized dogs and cats (up to 10 kg) are allowed in the premises.

1.29.1. Each apartment may house a maximum of one (1) pet, and this rule will be strictly enforced to ensure the well-being of the animals and the safety of residents.

1.29.2. Pets are allowed only in private apartments. Failure to comply will be considered a medium-level infraction, subject to applicable penalties.

## **1.30. Pet Registration and Vaccination**

1.30.0. All pets must be registered with the Administration prior to arrival. Failure to comply will result in a medium-level infraction.

1.30.1. Registration requires submission of valid proof of the following vaccinations:

**a) Dogs:** V8 vaccine (Distemper, Coronavirus, Hepatitis, Adenovirus, Leptospirosis, Parvovirus, Parainfluenza) and Rabies vaccine.

**b) Cats:** V4 vaccine (Rhinitis, Calicivirus, Panleukopenia, Chlamydia) and Rabies vaccine.

### **1.31. Pet Behavior and Movement**

1.31.0. Pets are prohibited from circulating in indoor common areas and are allowed only in authorized outdoor areas. Non-compliance will result in a light infraction.

1.31.1. While moving through the building, pets must be safely restrained using leashes, carriers, or carried in arms.

1.31.2. Any resident complaint related to pet behavior, such as noise or aggressive conduct, will result in a formal warning. In case of recurrence, the pet must be permanently removed from the premises within 7 (seven) days of notification.

### **1.32. Resident Responsibilities Regarding Pets**

1.32.0. Residents must ensure that their pets are not left alone for extended periods. Services such as pet-sitting or boarding are recommended when necessary.

1.32.1. Any damage caused by the pet to the property or furniture will be the sole responsibility of the resident, who will bear the repair or replacement costs.

1.32.2. Weekly cleaning service is mandatory for apartments with pets. Failure to comply will be considered a medium-level infraction, and the Administration may

conduct inspections to verify cleanliness conditions. The cleaning fee is set and may be adjusted at any time at the Administrator's discretion, with simple notice to residents.

1.32.3. Installation of safety nets in apartments is mandatory to prevent accidents involving pets. Installation must be performed by the building maintenance team. At the end of the lease, any costs associated with removal of the net will be the responsibility of the resident. Non-compliance will be considered a grave infraction.

### **1.33. Pet Maintenance and Removal**

1.33.0. Uliving will conduct periodic inspections to verify the condition of the premises, notifying residents in advance. Access to the apartment must be granted.

1.33.1. Upon the resident's departure, a fee of R\$250.00 will be charged for cleaning and deodorization, deducted from the damage deposit.

### **1.34. Animal Cruelty and Welfare**

1.34.0 Mistreatment of pets—defined as any action causing pain, suffering, or neglect—is strictly prohibited. Examples include physical aggression, lack of food, improper confinement, and failure to provide veterinary care.

1.34.1. If mistreatment is confirmed, the Administration will apply appropriate measures, which may include warnings, fines, contract termination, and notification to the proper authorities, in accordance with applicable laws.

1.34.2. Any suspicion of mistreatment must be immediately reported to the Administration, which will conduct a confidential and diligent investigation.

### **1.35. Pet Removal for Cleaning and/or Unit Maintenance**

1.35.0. During cleaning or maintenance services inside the apartment, pets must be removed by the resident. If the pet remains in the unit and services cannot be performed, the visit will be considered completed, and any rescheduling may incur an additional charge to the resident.

1.35.1. During the cleaning period, pets may stay in the lounge, solarium, or rooftop, as long as they are accompanied by their owners.

### **1.36. Additional Unit Cleaning Services**

1.36.0. Residents wishing to hire cleaning services for their apartments must use the partner company designated by the Administration. Hiring external individuals is strictly prohibited to ensure safety and building integrity.

1.36.1. During cleaning, the resident is responsible for properly storing and safeguarding their personal belongings.

#### **1.36.2. Mandatory Cleaning in Apartments with Pets**

In apartments with pets, the weekly cleaning package is mandatory.

### **1.37. Scheduled Cleaning Rules**

1.37.0. On the scheduled cleaning date, the resident may not remain inside the apartment.

1.37.1. If the resident has pets, the animals also may not remain in the unit during cleaning. As an exception, they may stay with the resident in the reception lounge or rooftop. Under no circumstances may pets be left alone at the reception.

### **1.38. Acceptance of Minors**

1.38.0. Residents under legal age may be accepted after administrative review, provided they are at least 17 years old at the start of the contract. However, in the Rio de Janeiro and Paulista units, minors will not be accepted under any circumstances.

1.38.1. The lease agreement must be signed with written authorization and legal representation from the responsible guardian, in accordance with Articles 1.634 and 1.690 of the Brazilian Civil Code.

## **2.0. Access to the Building**

2.0.0. Access to the building is regulated in order to ensure the safety, order, and proper functioning of the property. These rules establish clear procedures for the entry and exit of residents and visitors, promoting a safe and controlled environment. It is essential that everyone follows the guidelines described to preserve harmonious coexistence and the integrity of the premises.

### **2.1. Collaboration in Building Security**

2.1.0. All residents are required to actively cooperate with building security, diligently observing and monitoring the environment.

2.1.1. Any unknown individuals or suspicious behavior within the premises must be immediately reported to the lounge team, ensuring the protection, safety, and peace of all users.

### **2.2. Incident Reporting**

2.2.0. In the event of incidents within the property, the lounge team may, at its discretion or when necessary, contact law enforcement and file a Police Incident Report, safeguarding the interests of the building and residents.

### **2.3. Administration Liability Exemption**

2.3.0. Despite the security measures implemented by the Administration, including monitoring equipment, access control systems, and surveillance, Uliving shall not be held responsible for costs, losses, or damages related to security issues that occur inside the apartments, given their private nature.

2.3.1. This exemption covers, but is not limited to, theft, robbery, property damage, break-ins, or any other incidents that may occur inside the apartments, and it is the resident's responsibility to take necessary precautions to safeguard their personal belongings.

## **2.4. Reporting Irregularities**

2.4.0. Residents are required to immediately inform the lounge team of any irregularity, suspicious behavior, or situation that may compromise the safety of the building, its residents, or its property.

2.4.1. Failure to report such events may be interpreted as negligence by the resident and may result in administrative sanctions under this Regulation, as well as civil liability if the omission results in harm to the building or third parties.

2.4.2. Upon receiving a report, the lounge team will strictly follow the established security protocol, taking appropriate action to resolve or mitigate the situation, including notifying the relevant authorities when necessary.

## **2.5. Prohibition on Providing Access to Third Parties**

2.5.0. It is strictly forbidden to provide building keys, electronic devices, passwords, or any form of access to unauthorized third parties, under any circumstance. This measure protects the security and integrity of the building, as well as the safety of the residents and their belongings.



2.5.1. Failure to comply with this rule will be considered a serious violation, subjecting the offender to penalties established in this Regulation, including fines, contract termination, and when applicable, notification to authorities for further investigation.

2.5.2. Granting access to third parties without formal authorization will be interpreted as a direct violation of the building's security rules, making the resident responsible for any damages or losses resulting from such conduct.

## **2.6. Obligation to Keep Doors Closed**

2.6.0. Residents are responsible for keeping the apartment doors, including both main and internal doors, closed at all times as a basic and essential security measure. This practice aims to minimize risks and protect both individual property and the collective safety of the building.

2.6.1. The Administration is not liable for damages, theft, break-ins, or losses resulting from non-compliance with this rule, as residents are solely responsible for safeguarding the security of their unit.

2.6.2. Failure to comply with this rule may result in administrative sanctions provided in this Regulation, especially if negligence jeopardizes the safety of other residents or the building.

## **2.7. Prohibition on Interference With Security Systems**

2.7.0. It is strictly forbidden to tamper with, block, redirect, disable, or interfere in any way with the security systems installed in the building, including surveillance cameras, alarms, access control systems, or any monitoring devices. These systems are essential to ensure the protection of the property, residents, and common areas.

2.7.1. Any violation of this rule will be considered a very serious infraction, subjecting the offender to the maximum penalties provided in this Regulation, including fines,

immediate termination of the lease agreement, and, when applicable, notification of the competent authorities.

2.7.2. The resident will be fully responsible for any damage, loss, or compromise to security resulting from improper interference with the systems, including repair, replacement, or adjustment costs for affected equipment.

## **2.8. Carrying and Possession of Weapons on the Property**

2.8.0. It is strictly forbidden to carry, display, or remain in common areas of the building with a firearm, knife, or any other item that may be considered dangerous or threatening. This rule ensures the safety and well-being of all residents and visitors.

2.8.1. Residents who legally own or carry a firearm must notify the building manager at check-in or within 48 (forty-eight) hours after arrival, presenting the Firearm Registration Certificate, as required by law.

2.8.2. It is the resident's sole responsibility to purchase and maintain an appropriate safe for secure firearm storage inside the apartment. The safe must remain locked and inaccessible to third parties, preventing improper use, theft, or accidents.

2.8.3. Non-compliance with any of these provisions will be considered a very serious infraction, resulting in the resident's immediate removal from the property, without prior notice, in addition to notification of the relevant authorities for investigation and legal measures.

## **2.9. Entry and Exit Control**

2.9.0. Pedestrian access will be exclusively through the main lounge, via biometric reader or authorization from the reception staff.

## **2.10. Visitor Registration and Identification**

2.10.0. All visitors must be registered in advance by the responsible resident through the Uliving app. Upon arrival, visitors must present an official photo ID for verification and access clearance at the reception, ensuring proper security and entry control to the building.

2.10.1. Failure to comply with this rule will be considered a serious infraction, subjecting the responsible resident to penalties provided in this Regulation, including fines, future access restrictions for unregistered visitors, and, in cases of recurrence, other administrative sanctions such as suspension of rights or termination of contract.

## **2.11. Prohibition of Unauthorized Access**

2.11.0. Access to the property is restricted to residents and previously authorized and registered visitors. The entry of unauthorized persons into any area of the building is strictly prohibited.

2.11.1. If it is identified that a visitor violates this rule, they will be immediately required to leave the premises and will be permanently prohibited from returning.

2.11.2. Failure to comply with this rule will be classified as a serious infraction, subjecting the responsible resident to penalties provided in this Regulation, including fines and potential restrictions on future visitor registrations.

2.11.3. In case of recurrence, or if the violation compromises the safety or order of the building, additional administrative sanctions may be applied, including termination of the resident's lease agreement.

## **2.12. Request and Cost for a New Key**

2.12.0. Issuance of a new copy of a key will incur a charge of R\$ 60.00 (sixty reais) per unit.

2.12.1. In cases of theft or robbery, the charge may be waived upon presentation of an official police report.

## **2.13. Resident Responsibility for Visitors**

2.13.0. Residents are fully responsible for all acts, behaviors, and any damages — whether material, moral, or to the property — caused by their visitors while on the premises.

2.13.1. This responsibility includes reimbursement for property damage, costs arising from incidents, and compliance with any administrative or legal sanctions applicable due to the visitor's conduct.

## **2.14. Prior Registration and Accompaniment**

2.14.0. All visitors must be registered in advance by the responsible resident using the official Uliving app. During their stay in the building, visitors must always be accompanied by the responsible resident to ensure compliance with security and community rules.

2.14.1. Visitors who are not properly registered in the system or who are unaccompanied by the responsible resident will not be allowed access to the building and will be prohibited from remaining on the premises.

2.14.2. Failure to comply with this rule will be considered a serious infraction, subjecting the responsible resident to penalties provided in this Regulation, including fines, restrictions on future visitor registrations, and, in cases of recurrence, more severe sanctions such as termination of the lease agreement.

## **2.15. Overnight Stay Rules**

2.15.0. Overnight rules vary depending on the apartment type:

- **Shared apartments (Shared/2BC - 2B Apartment Copa and 2BSC - 2B Apartment Standard Copa):**

One (1) visitor is allowed to stay overnight for up to ten (10) nights per month at no extra cost, provided the roommate authorizes it. After this limit, a fee of R\$ 100.00 (one hundred reais) per night will be charged until the visitor leaves or is formally registered as an Additional Resident.

- **Individual apartments (ISS - Individual Studio Standard, ISSC - Individual Studio Standard Copa, and PSSC - Premium Studio Standard Copa):**

One (1) visitor is allowed to stay overnight for up to ten (10) nights per month at no extra cost. After this limit, 50% of the monthly rent value will be charged until the visitor is registered as an Additional Resident, with a maximum period of 60 days.

- **Exception — Campinas Unit:**

At Uliving Campinas, the maximum limit is ten (10) overnight stays per month, with no possibility of exceeding this number, even by paying an additional fee.

2.15.1. Limit per visitor. A single visitor may not exceed ten (10) overnight stays within the same month across the entire Uliving building, even if alternating between different rooms or apartments. Any attempt to divide or alternate stays to circumvent this rule is prohibited. Violation constitutes a serious infraction, subject to applicable penalties.

## **2.16. Penalties for Irregular Visitor Stay**

2.16.0. If a visitor remains beyond the permitted period without prior communication, a fine equivalent to 50% of the monthly rent will be applied for the entire irregular period.

## **2.17. Visitor Limits in Common Areas**

2.17.0. Each resident may host a maximum of two (2) visitors simultaneously in common areas, for up to four (4) hours.

2.17.1. The maximum capacity for external visitors will be defined per area:

- Coworking: 10 visitors per day
- Kitchen: 10 visitors per day
- Entire building: 40 external visitors per day

2.17.2. Visitors may not circulate unaccompanied in common areas, nor may they access apartments without the presence of the responsible resident.

## **2.18. Access Restrictions and Private Areas**

2.18.0. Visitors are strictly prohibited from accessing restricted or private areas without prior authorization from the administration.

2.18.1. Failure to comply will be treated as a serious infraction, resulting in immediate removal and a permanent ban from returning to the premises.

## **2.19. Receiving Mail and Packages**

2.19.0. The lounge staff is authorized to receive mail and small packages on behalf of residents.

2.19.1. If not collected within 30 days, items will be forwarded to the Lost and Found department and subsequently discarded.

## **2.20. Registered Deliveries**

2.20.0. All registered mail, valuable items, or controlled deliveries can only be collected by the resident upon signing a receipt protocol with the Uliving team.

2.20.1. The resident must present a valid ID at the time of collection, ensuring security and tracking of the process.

2.20.2. The Administrator is not responsible for any delays, damages, or losses after delivery and registration in the collection log. It is the resident's responsibility to immediately verify the condition of the received item.

## **2.21. Liability Limitation for Receipt of Mail and Packages**

2.21.0. Receiving mail or packages by Uliving staff is a courtesy service and does not imply responsibility or guarantee by the Administrator regarding the item's integrity, security, authenticity, content, or condition.

2.21.1. Responsibility for the content and condition of mail or packages lies solely with the sender and the resident. The resident must inspect items for damages or irregularities upon pickup.

## **2.22. Delivery Rules**

2.22.0. For security and access-control reasons, delivery personnel are not authorized to enter the building's internal areas, including apartments and common areas.

2.22.1. Residents are responsible for picking up their deliveries, including food and other delivery items, directly at the lounge using the Uliving pickup system.

2.22.2. Items left in the delivery lockers must be collected within two (2) hours after delivery. After this time, food items will be discarded without prior notice for hygiene and organization purposes.

2.22.3. Repeated non-compliance will be treated as a minor infraction, subject to fines and possible restrictions on the use of the service in cases of recurrence.

## **2.23. Lost and Found**

2.23.0. Uliving is not responsible for personal belongings forgotten or left in common areas. Items found will be collected by the operations team and placed in the Lost and Found, where they will be kept for up to ten (10) days. After this period, they may be donated or discarded without any right to reimbursement, compensation, or indemnity to the original owner.

2.23.1.

It is prohibited to leave personal belongings in common areas. Repeated violations may result in a warning or a minor fine, as well as immediate removal of the items by the operations team, with Uliving assuming no responsibility for any damage caused during the removal process.

## **2.24. General Prohibitions**

2.24.0. It is forbidden to hang objects on windows or in locations visible from outside, especially where they may fall or negatively impact the building's aesthetics or safety. Failure to comply will be classified as a minor infraction.

2.24.1. It is strictly forbidden to lean out, sit on, or remain on window sills, under penalty of being classified as a very serious infraction due to the safety risk to the resident.

2.24.2. Throwing any objects or liquids onto public roads, patios, or internal areas of the building is prohibited. Violations will be considered a medium infraction, and the responsible resident will be liable for any resulting damages.

2.24.3. Placing or removing objects or equipment in common areas without prior authorization from the administration is prohibited. Non-compliance will result in a minor infraction.

2.24.4. Storing hazardous or bothersome materials (e.g., flammable, toxic, or strong-smelling substances) in apartments or private areas is strictly prohibited and will be classified as a medium infraction.

2.24.5. Discarding trash in inappropriate locations (including through windows) is prohibited. Violations will result in a minor infraction, and cleaning costs may be charged to the responsible resident.

2.24.6. The use of materials such as incense, candles, or toxic substances that may affect residents' health, safety, or well-being is prohibited. Violations will be treated as a serious infraction.



2.24.7. The acquisition, possession, transportation, manufacture, and/or use of illegal substances (as defined by Law 11.343/2006) are strictly prohibited on the premises. Violations will be classified as very serious infractions, potentially resulting in immediate expulsion and notification of authorities.

2.24.8. Producing noise that disturbs residents or neighbors is prohibited, especially during quiet hours (10:00 p.m. to 8:00 a.m.). Violations will be classified as a minor infraction, in accordance with applicable law.

2.24.9. Loud gatherings, disorderly conduct, or disturbances in common areas are prohibited. Failure to comply will result in a medium infraction.

2.24.10. Smoking (including cigarettes, cigars, hookah, etc.) is prohibited in all indoor areas of the building. Smoking is allowed only in designated uncovered outdoor areas equipped with ashtrays. Violations will be considered a serious infraction.

2.24.11. The use of electronic cigarettes, vapes, or similar devices in indoor areas is prohibited and will be treated as a serious infraction.

2.24.12. Providing access keys to unauthorized persons constitutes a serious infraction and may lead to severe penalties.

2.24.13. It is prohibited to circulate shirtless or in underwear in common areas. Failure to comply will be classified as a minor infraction.

2.24.14. Subletting or renting apartments/beds in any form is strictly forbidden and considered a very serious infraction, which may result in immediate contract termination.

2.24.15. Eating meals in the coworking or study rooms is prohibited. Violations will be classified as a minor infraction.

2.24.16. Access to administrative service areas without authorization is prohibited. Violations will be considered a serious infraction.

2.24.17. Unauthorized use of administrative equipment (such as laptops or cell phones) will be treated as a serious infraction.

2.24.18. Pornographic acts or sexual activity in common areas of the property are prohibited and constitute a very serious infraction, subject to immediate sanctions.

2.24.19. Engaging in actions that put personal or collective safety at risk, such as sitting on window ledges or rooftop railings, is strictly prohibited. Violations will be treated as a very serious infraction.

2.24.20. Remaining in common areas or circulating in the building while intoxicated or under the influence of narcotics or psychoactive substances, when such condition poses a risk to safety, peace, or well-being of others, is prohibited. The administration may request that the resident or visitor leave the premises and, if necessary, contact family members or authorities. Non-compliance constitutes a serious or very serious infraction, depending on severity and recurrence, without prejudice to additional applicable penalties.

2.24.21. Verbal or physical aggression against residents or staff is unacceptable and will be classified as a very serious infraction, with severe penalties, including contract termination.

2.24.22. Climbing on toilets, countertops, or sinks in common areas or apartments is prohibited. Violations will be treated as a medium infraction.

2.24.23. Playing sports or engaging in activities involving throwing objects (such as balls or shuttlecocks) on the rooftop or solarium is prohibited. Non-compliance will be considered a serious infraction.

2.24.24. Any type of intervention in the apartments (e.g., hanging frames on walls) without prior authorization from the Administration is strictly prohibited.

2.24.25. Removing any items from apartments (mattress, bed, TV, remote controls, chair, etc.) or altering the standard layout is strictly prohibited.

2.24.26. Leaving shoes, sandals, or any items in building hallways is prohibited. To maintain safety, cleanliness, and aesthetics, the Administration reserves the right to remove any items left in corridors without prior notice and store them in Lost & Found. Violations constitute a medium infraction.

2.24.27. Using irons or garment steamers inside apartments is strictly prohibited. These items will be made available in the laundry room. Violations will be considered a medium infraction.

2.24.28. For safety reasons, the use or installation in apartments of heaters, hair dryers, or any equipment with nominal power above 800W—including cooktops, microwaves, and air fryers—is strictly prohibited unless previously and expressly authorized in writing by the Administration.

The electrical infrastructure of the units is not designed to support such devices, and improper use may cause electrical overload or fire hazard. Non-compliance constitutes a medium infraction, subject to penalties provided in this Regulation.

2.24.29. It is strictly prohibited to dispose of toilet paper, sanitary pads, or any other objects in the toilets, as doing so may cause blockages in the plumbing system. If it is determined that the clog was caused by misuse, the responsible party will be charged for all maintenance costs.

2.24.30. It is prohibited for residents to engage in intimate or personal relationships with Uliving team members or service providers working on the premises when such relationships could create conflicts of interest, favoritism, embarrassment, or risks to the physical, emotional, or professional integrity of those involved. Any such situations must be reported immediately to the Administration, which will take appropriate risk-management measures, including issuing warnings, reassignment of staff, or contract termination, when applicable.

2.24.31. Residents are prohibited from disturbing external neighbors with noise, repeated disruptive behavior, or any conduct that may compromise peace and good coexistence. It is also prohibited to access neighboring properties or throw objects or liquids from windows or balconies toward internal or external areas or neighboring buildings. These behaviors constitute serious infractions, subject to fines, reimbursement for any damages, and contract termination, without prejudice to other applicable measures.

## 2.25. Infractions

2.25.1. Residents who commit serious or very serious infractions may be prohibited from participating in internal events for a period of 30 (thirty) days from the date of the violation.

2.25.2. If an infraction is committed by a group, the fine will be applied individually to each participant.

2.25.3. General provisions and omitted cases will be analyzed by the Uliving Disciplinary Committee, which will deliberate on the applicable penalties.

2.25.4. All provisions contrary to this Regulation are hereby revoked.

2.25.5. Notifications and fines will be recorded and communicated as soon as violations are identified and verified.

2.25.6. Violations of the Uliving Internal Regulations will be classified as follows:

- a) **Minor Infractions:** Subject to warning without immediate fine. In case of recurrence, the fines will be automatically applied.
- b) **Medium Infractions:** Subject to warning without immediate fine. In case of recurrence, the fines will be automatically applied.
- c) **Serious Infractions:** Subject to immediate fine without prior warning.
- d) **Very Serious Infractions:** Subject to immediate fine without prior warning.

2.25.7. The Administration will evaluate each case individually to determine the appropriate classification and penalties, except for violations already expressly defined in this Regulation.

## 2.26. Recurrence

### 2.26.0

The repetition of an infraction will result in the penalty being upgraded to the next

category above the one previously applied, considering a period of 1 (one) month from the application of the last identical penalty, even if it was issued in the form of a warning.

#### 2.26.1

In the event of recurring infractions within a period of 60 (sixty) days, the fine will be upgraded to the next category.

After the second recurrence, the Administration may terminate the contract.

### 2.27. Serious and Very Serious Infractions

#### 2.27.0

These cases may be evaluated by the Uliving Disciplinary Committee, composed of 5 (five) members, who will deliberate on applicable penalties, including but not limited to fines and immediate contract termination.

### 2.28. Fines

#### 2.28.0

All fines, regardless of severity, will be notified in writing for the resident's acknowledgment and control, requiring signature upon receipt.

#### 2.28.1

Fine values are listed below, with detailed information in the summary at the end of this Regulation:

Classification	Value
Minor	R\$ 300.00 (three hundred reais)
Medium	R\$ 500.00 (five hundred reais)
Serious	R\$ 750.00 (seven hundred and fifty reais)
Very Serious	R\$ 2,000.00 (two thousand reais)

## 2.29. Exemplary List of Infractions

2.29.0 This regulation establishes infractions categorized according to their severity (minor, medium, serious, and very serious), as described in the section on Fines and Penalties.

2.29.1 Below is an exemplary list intended to guide residents regarding behaviors that may be considered infractions, without prejudice to other situations that may be deemed contrary to the rules of the property.

2.29.2 In situations where an act is not included in this exemplary list, the Administration will evaluate the case individually to determine its classification and corresponding penalty, except for infractions already explicitly stipulated in this Regulation. For example:

INFRACTION	CLASSIFICATION
Leaving trash in the hallway or improperly stored in the kitchen	Minor
Producing noise of any kind that may disturb other residents and neighbors	Minor
Climbing or sitting on coworking or study room tables	Minor
Using the study room TVs to watch movies or play video games	Minor
Eating meals or consuming alcoholic beverages in the coworking, cinema, or study rooms (other drinks such as coffee, juice, and water are allowed)	Minor
Leaving personal belongings in common areas	Minor
Consuming food belonging to other residents stored in the shared kitchen refrigerators	Minor
Removing utensils or equipment from the community kitchen	Minor
Leaving dirty dishes or dirt on countertops, sinks, or tables	Minor

Walking with a pet inside the coworking space or shared kitchen	Minor
Placing objects or clothes on windows or window ledges	Minor
Smoking and leaving the area dirty	Minor
Walking shirtless and/or in underwear in hallways and indoor common areas	Minor
Storing any objects and/or equipment in the common areas of the building	Minor
Consuming food belonging to other residents stored in the shared kitchen refrigerators	Minor
Removing utensils or equipment from the community kitchen	Minor
Leaving dirty dishes or dirt on countertops, sinks, or tables	Minor
Walking with a pet inside the coworking space or shared kitchen	Minor
Placing objects or clothes on windows or window ledges	Minor
Smoking and leaving the area dirty	Minor
Walking shirtless and/or in underwear in hallways and indoor common areas	Minor
Storing any objects and/or equipment in the common areas of the building	Minor
Causing or participating in gatherings, noise disturbances, disorder, or excessively loud meetings in any area of the building	Medium
Participating in parties or events in the kitchen without prior authorization from the administration	Medium
Using prohibited items in the washing machines and/or dryers (blankets, items with pet hair, cleaning rags, rugs, or heavy items that may damage the machines)	Medium

Keeping a pet without prior notice and registration with the administration	Medium
Throwing any objects or substances out of windows, onto public streets, or internal patios/areas	Medium
Pets belonging to visitors are not allowed inside the building	Medium
Visitors are not allowed to use the swimming pool	Medium
Standing on or climbing toilets or sinks	Medium
Keeping or storing in the apartments any objects or materials that pose a safety risk or inconvenience to other residents	Medium
Using substances, materials, or items that are toxic, flammable, or that emit strong odors and may affect residents' health and safety	Medium
Removing furniture or equipment from apartments or altering the layout	Medium
Failing to maintain order, hygiene, and cleanliness in the apartment	Medium
Using electric irons, heaters, or any high-power equipment inside the apartment	Medium
Allowing visitors to access the building without prior registration	Serious
Tampering with electrical panels in apartments or common areas	Serious
Using materials such as incense, candles, or toxic substances	Serious
Accessing any administrative service area without authorization	Serious
Smoking in indoor areas (apartments or common areas), including cigarettes, cigars, or similar items	Serious
Granting access keys to unauthorized third parties	Serious
Jumping turnstiles/gates, using baggage gates without authorization, or entering through "access piggybacking"	Serious



Using laptops, mobile phones, or any equipment belonging to the administration	Serious
Unauthorized access to neighboring properties	Serious
Removing products from the Mini Market without payment	Very Serious
Excessive consumption or supply of alcoholic beverages in common areas or supplying alcohol to individuals under 18	Very Serious
Tampering with, blocking, redirecting, or disabling any security system, especially surveillance cameras	Very Serious
Any type of harassment or discrimination	Very Serious
Renting or subletting your apartment/room to third parties	Very Serious
Any behavior that poses a high risk to personal or others' safety, such as sitting on window ledges or rooftop walls	Very Serious
Verbal or physical aggression toward any resident or staff member	Very Serious
Consuming drugs in any internal area (apartments or common areas) or in the building surroundings	Very Serious
Engaging in sexual acts and/or pornography in common areas	Very Serious

### 3.0. General Use of Common Areas

3.0.0. The common areas of the property are designed to promote harmonious coexistence and the well-being of residents, providing comfortable and functional spaces.

3.0.1. To ensure the preservation of these environments and fair use by all, this regulation establishes clear rules designed to organize use, define responsibilities, and ensure compliance with community guidelines.

3.0.2. It is essential that all residents and visitors use these spaces with respect, care, and responsibility, contributing to the maintenance of the quality and safety of the property.

3.0.3. It is prohibited to remove furniture, utensils, or equipment from common and administrative areas for use inside apartments, even temporarily. The Administration may apply a fine and require reimbursement in case of loss or damage.

### **3.1. Responsible Use of Shared Areas**

3.1.0. The Lobby, TV/Cinema Room, PlayStation Room, Game Room, and Social Areas are shared spaces intended exclusively for the use of all residents. These areas must be used responsibly, maintaining organization, preservation, and the integrity of the space and its equipment.

3.1.1. If any damage occurs to these areas or to items provided by the Administration, an investigation will be conducted to identify the responsible party. Repair or replacement costs will be fully charged to the person responsible, as stated in this Regulation.

### **3.2. Rules for Visitor Use**

3.2.0. Common areas such as the TV/Cinema Room, PlayStation Room, Game Room, and Social Areas are primarily intended for resident use. Up to 2 (two) visitors per resident may access these spaces at the same time, for a maximum of 4 (four) consecutive hours.

3.2.1. The total number of visitors inside the building, including in common areas, must comply with the limits established in this Regulation. Violations will subject the responsible resident to applicable sanctions, including fines and other administrative penalties.

### **3.3. Prohibition on Use of Administrative Equipment**

3.3.0. It is strictly prohibited to use any equipment intended exclusively for the Administration team, such as computers, telephones, machines, or administrative devices, whether for personal or unauthorized purposes.

3.3.1. This rule is intended to protect the confidentiality, security, and functionality of internal property operations.

3.3.2. Violations will be considered a serious infraction and may result in a fine and, in recurrent or severe cases, other administrative penalties, including restriction of access to common areas and possible termination of the lease agreement.

### **3.4. Cleaning of Common Area Restrooms**

3.4.0. Cleaning of common area restrooms will be performed according to the schedule established in the service contract, ensuring hygiene and safety for all users.

3.4.1. If additional cleaning or maintenance is necessary due to improper use or inappropriate behavior, the additional costs will be fully charged to the identified responsible resident, who will be formally notified for reimbursement.

3.4.2. Failure to pay the costs associated with additional maintenance within the stipulated period may result in the application of a fine, monetary adjustment on the amount due, and other sanctions provided for in this Regulation.

### **3.5. Hygiene Supplies Replenishment**

3.5.0. The replenishment of essential items such as liquid soap, paper towels, and toilet paper in the common-area restrooms is the exclusive responsibility of the Administration, which will follow a pre-established restocking schedule.

3.5.1. Any excessive or unnecessary use of these materials, identified as abusive behavior, will be considered a violation, and additional costs may be charged to the responsible resident when applicable.

### **3.6. Behavior and Safe Use Rules for Restrooms**

3.6.0. It is strictly prohibited to stand, sit, or apply excessive pressure on toilets, sinks, or any other structural elements in the common-area restrooms, in order to prevent accidents and facility damage.

3.6.1. Violations of this rule will be considered a medium infraction, subject to a fine and reimbursement of repair costs, if damage occurs.

3.6.2. Repeated violations may be reclassified as a serious infraction, subjecting the resident to additional penalties, including restricted access or contract termination.

### **3.7. Prohibition of Improper Waste Disposal**

3.7.0. It is prohibited to dispose of toilet paper, condoms, sanitary pads, wet wipes, or any other items in toilets, in order to preserve the integrity of the plumbing and avoid blockages.

3.7.1. If a blockage is found to have been caused by improper or negligent use, the resident will be formally notified and held responsible for all maintenance costs, including repairs, replacements, and emergency services if necessary.

3.7.2. Failure to settle the associated repair costs may result in an additional fine, restrictions on the use of common spaces, and ultimately, termination of the contract.

### **3.8. Coworking and Study Room**

3.8.0. Use of the coworking area and study room is free and prioritized for residents, without fixed assigned seats. Should the possibility of use by third parties be introduced in the future, residents will be notified in advance and informed of the new usage model and any changes to the rules.

3.8.1. The study room is exclusively for use by residents and their guests, respecting the limit on external visitors established in this Regulation.

3.8.2. While in the study room, users must observe silence at all times, in order to maintain a suitable environment for concentration and productivity.

3.8.3. Headphones must be used when listening to music or watching videos, and the volume must be kept at a level that does not disturb other users.

3.8.4. The TV in the study room is for academic purposes only and may not be used for entertainment, such as watching movies, playing video games, etc. Violations of this rule will be considered a minor infraction.

### **3.9. Reservation of Coworking and Study Rooms**

3.9.0. Use of the private study rooms requires a prior reservation, which must be made exclusively through the Uliving app. Each resident may reserve the space for up to 4 (four) hours per day, limited to 2 (two) reservations per week. During peak periods, the Administration may adjust or reduce usage limits to ensure availability for all residents. In case of no-show for more than 20 (twenty) minutes, the reservation will be automatically canceled and the space made available to another user.

### **3.10. Use of Coworking and Study Rooms**

3.10.0. The study room is exclusively for the use of residents and their guests, respecting the limit of external guests as established in this Regulation.

3.10.1. The use of headphones is mandatory for listening to music or watching videos, and the volume must be kept at a level that does not disturb other users.

### **3.11. Prohibitions in Coworking and Study Rooms**

3.11.0. The use of electronic devices that may disturb other users is prohibited. Phones and other devices must remain on silent mode while in the room. Violation of this rule will be classified as a minor infraction.

3.11.1. It is strictly prohibited to stand or sit on the study tables, in order to preserve the integrity of the furniture and ensure users' safety. Violation will be considered a minor infraction.

3.11.2. The TV in the study room is reserved exclusively for academic purposes; its use for entertainment, such as watching movies or playing video games, is forbidden. Violation of this rule will be considered a minor infraction.

3.11.3. Eating is prohibited inside the study room, except for coffee or non-alcoholic beverages in closed containers. The consumption of alcoholic beverages is strictly prohibited. Violation will be classified as a minor infraction.

### **3.12. Rules for Use of the Solarium/Rooftop and Barbecue Area**

3.12.0. Access to and use of the Solarium/Rooftop and barbecue area are subject to the following rules, which are intended to preserve order, safety, and good coexistence among residents.

3.12.1. If, after use, the area is left excessively dirty, an additional cleaning fee will be charged according to the current price list. Recurrence constitutes a minor infraction, subject to applicable penalties, including warning, temporary suspension of reservation rights, and fines.

### **3.13. Access and Hours — Solarium/Rooftop and Barbecue Area**

3.13.0. The entry of external guests is subject to prior authorization from the Administration.

3.13.1. The operating hours of the Solarium/Rooftop are posted in the area for reference.

3.13.2. In Solarium/Rooftop areas that have a barbecue grill, reservation of the grill does not guarantee exclusivity of the common area where it is located. During use, users are fully responsible for the proper use and maintenance of the barbecue facilities.

3.13.3. After use, the resident must conduct an inspection together with a member of the Uliving team designated by the Administration, in order to verify the condition of the facilities and utensils used.

3.13.4. If any damage or loss is identified, reimbursement will be calculated based on quotations from specialized companies, and all costs will be fully charged to the resident who made the reservation.

3.13.5. Refusal to pay repair costs will result in monetary correction, a 20% surcharge on the assessed amount, and possible legal collection, in addition to the suspension of the resident's right to reserve the barbecue area until all outstanding amounts are settled.

3.13.6. The resident who makes the reservation will be responsible for ensuring compliance with conduct rules, preventing abusive or excessive behavior during the event, and removing any person whose presence is deemed inappropriate.

3.13.7. Use of the barbecue area requires a prior reservation through the Uliving app, subject to payment of a fee as established in the reservation section of the Official Uliving App. The amount will be charged to the resident's next monthly invoice. The reservation will include a detailed checklist of utensils and facilities provided in perfect working condition.

3.13.8. The barbecue area may not be reserved for private celebrations on the following traditional dates, unless the Administration opts not to organize collective events: Christmas, New Year's Eve, Father's Day, Mother's Day, Carnival, and other high-demand dates.

3.13.9. The barbecue area may be reserved for small social gatherings, parties, receptions, or resident birthday celebrations. It is strictly prohibited to use the space for political, religious, commercial purposes, or for gambling prohibited by law.

3.13.10. The resident who reserves the barbecue area will have exclusive use of the utensils related to it, as listed in the checklist provided at the time of reservation.

### **3.14. Use of Sound Equipment and Compliance with Law — Solarium/Rooftop and Barbecue Area**

3.14.0. The use of sound equipment in outdoor areas must comply with current legislation, especially Article 42 of the Brazilian Misdemeanor Law (Decree-Law 3.688/1941), and noise limits of 55 decibels after 10:00 PM, as established by Law 15.133/2010 – Urban Noise Control Program (PSIU) of the City of São Paulo. Failure to comply is subject to legal and regulatory penalties.

### **3.15. Events Organized by the Administration**

3.15.0. The Administration reserves the right to use the Rooftop, Sports Court, and Swimming Pool areas for internal or external events, provided residents are notified at least 24 (twenty-four) hours in advance.

3.15.1. The Administration reserves the exclusive right to schedule and use common areas for events planned for the resident community or internal purposes of the organization, ensuring organized and controlled shared use.



3.15.2. The participation of guests in events organized by the Administration must be previously authorized and will be subject to a limit on the number of participants, as established by the property management, to ensure safety and feasibility of the event.

### **3.16. Prohibition of Unauthorized Parties and Events**

3.16.0. It is strictly forbidden to hold parties or events in the common areas or in the Apartments without prior authorization or scheduling by the Administration. This rule aims to preserve order, safety, and the well-being of all residents.

3.16.1. Failure to comply with this rule, by holding any unauthorized party or event, will be considered a serious infraction, subjecting the resident to a formal warning and requiring compensation to the Administration for any losses and damages caused, including repair costs, additional cleaning fees, and any harm to the property or community coexistence.

### **3.17. Prohibitions on the Rooftop/Barbecue Area**

3.17.0. Sports or activities on the rooftop involving thrown objects such as balls, shuttlecocks, or similar items are prohibited due to the risk of accidents. Failure to comply will be considered a serious infraction, subject to fines and additional sanctions.

3.17.1. It is prohibited to drill, glue, or attach items to ceilings or walls in the barbecue area to hang decorative arrangements. Any damages will be repaired at the expense of the responsible resident.

3.17.2. Residents who are in arrears with payments will not be allowed to reserve the barbecue area or other social spaces in the property.

3.17.3. A maximum of 10 (ten) external guests is allowed in the barbecue area, subject to reservation of the space and guest registration in the official Uliving App.

### **3.18. Swimming Pool**

3.18.0. Use of the swimming pool is governed by rules to ensure safety, hygiene, and harmonious coexistence among residents. Failure to follow these rules may result in penalties as provided in this Regulation.

### **3.19. Guest Access and Authorization for the Pool**

3.19.0. Entry of external guests into the pool area is subject to prior authorization from the Administration.

3.19.1. Visitors are allowed to use the pool only if properly registered in the “Holiday at Uliving” program. The access fee will be charged together with the resident’s monthly bill in the following month. Failure to comply will result in a medium infraction.

### **3.20. Pool Usage Hours**

3.20.0. The permitted pool usage hours are posted in the area.

3.20.1. Failure to comply with the established hours will be treated as a light infraction.

### **3.21. Pet Access Rules for the Pool**

3.21.0. Pets are not allowed in the pool under any circumstances. Pets may circulate in the external pool area only if on a leash and accompanied by their owner.

### **3.22. Noise Control at the Pool**

3.22.0. The use of sound equipment in outdoor pool areas must comply with legal limits, in accordance with Article 42 of the Brazilian Misdemeanor Law (Decree-Law

3.688/1941) and the Urban Noise Control Program (PSIU — Law 15.133/2010), which sets a limit of 55 decibels after 10:00 PM.

3.22.1. Failure to comply will be classified as a light infraction, subjecting the resident to applicable penalties.

### **3.24. Food and Beverage Consumption in the Pool Area**

3.24.0. The consumption of food and beverages is strictly prohibited inside the pool.

3.24.1. Glassware is not allowed in the pool, surrounding areas, or deck in order to prevent accidents.

3.24.2. Failure to comply with these rules will be classified as a light infraction.

3.24.3. Alcohol consumption is prohibited for individuals under 18 years of age, in accordance with Article 243 of the Child and Adolescent Statute (Law No. 8.069/1990).

3.24.4. For individuals over 18, consumption must be moderate. Excessive alcohol consumption will be treated as a serious infraction, subject to fines and warnings, and may include notification of legal guardians, when applicable.

### **3.25. Circulation of Wet Users**

3.25.0. Pool users must not circulate within the premises while wet, in order to avoid accidents such as falls. Failure to comply will be treated as a light infraction.

### **3.26. Pool Maintenance and Cleaning**

3.26.0. The Administration reserves the right to interrupt pool use at any time to carry out maintenance or cleaning, ensuring safety and comfort for all users.

### **3.27. Events Organized by the Administration at the Pool**

3.27.0. The Administration reserves the right to use the pool area for internal or external events. Residents will be notified at least 48 (forty-eight) hours in advance.

### **3.28. Prohibitions in the Pool Area**

3.28.0. The use of tanning oils before entering the pool is prohibited in order to preserve water quality and avoid damage to the filtration system.

3.28.1. Running, jumping, or engaging in any activity that compromises user safety in the pool area is prohibited. Failure to comply will be treated as a medium infraction.

3.28.2. The consumption of food and beverages is strictly prohibited inside the pool.

### **3.29. Gym**

3.29.0. The gym is exclusively intended for residents to practice physical activities, following strict rules to ensure safety, organization, and preservation of the facilities. Failure to comply may result in penalties including fines, restricted access, and, in severe cases, contract termination.

### **3.30. Restricted Access to the Gym**

3.30.0. Use of the gym is strictly for residents of the property.

3.30.1. Visitors or external individuals are strictly prohibited from using the gym, except for previously authorized exceptions by the Administration, such as registered personal trainers providing professional support.

3.30.2. Failure to comply will be classified as a serious infraction, subject to fines and immediate access restriction.

3.30.3. The Administration may conduct access audits to ensure compliance with this rule.

### **3.31. Gym Operating Hours**

3.31.0. The permitted gym usage hours are those posted in the space.

3.31.1. Use outside the established hours will be treated as a light infraction, subject to penalties and warnings.

### **3.32. Dress Code and Hygiene for Gym Use**

3.32.0. Appropriate attire is mandatory, such as a T-shirt, athletic shorts or pants, and proper athletic shoes.

3.32.1. The use of flip-flops, sandals, or being barefoot in the gym is prohibited, except for specific practices previously authorized by the Administration.

3.32.2. After use, residents must sanitize the equipment and accessories, using the cleaning supplies provided by the Administration.

3.32.3. Any neglect regarding hygiene or organization will be treated as a light infraction, and may lead to stricter penalties in case of recurrence.

### **3.33. Equipment Care and Proper Use**

3.33.0. All equipment must be used according to instructions and returned to its designated place after use.

3.33.1. Improper use of machines, weights, or accessories that may cause damage to property or pose a safety risk is prohibited.

3.33.2. Dropping or throwing weights on the floor or machines is strictly prohibited. Any damage caused will be the sole responsibility of the resident, who will bear all repair costs. Violation will be treated as a serious infraction.

### **3.34. Noise Control and Quiet Hours in the Gym**

3.34.0. During quiet hours, gym use must be conducted without disturbing other residents.

3.34.1. The use of sound devices must comply with legal limits established by Article 42 of the Misdemeanor Law (Decree-Law 3.688/1941) and Urban Silence Program (Law 15.133/2010), with a noise limit of 55 decibels after 10:00 PM.

3.34.2. Non-compliance will be classified as a light infraction, with fines and possible suspension of access in case of recurrence.

### **3.35. First Aid and Medical Assistance**

3.35.0. The Administration provides a first-aid kit in the gym for minor emergencies.

3.35.1. In case external medical services are needed, such as ambulances or hospital care, the costs will be the sole responsibility of the resident.

### **3.36. Food and Beverage Consumption in the Gym**

3.36.0. The consumption of food and beverages inside the gym is prohibited, except for water in appropriate containers.

3.36.1. Smoking is strictly prohibited inside the gym. Violation will be treated as a serious infraction, subject to fines and other penalties established in this Regulation.

### **3.37. Sports Court**

3.37.0. Access to the sports court by external guests requires prior authorization from the Administration and pre-registration through the Uliving app.

#### **3.38. Sports Court Hours of Use**

3.38.0. The permitted hours for use of the sports court are those posted in the space.

3.38.1. Use outside the established hours will be treated as a light infraction, subject to penalties.

#### **3.39. Court Reservations and Guest Limits**

3.39.0. Use of the sports court must be booked in advance through the Uliving app, respecting the reserved time to ensure equal access for all residents.

3.39.1. Each resident may bring a maximum of 6 (six) external guests, provided they are previously authorized by the Administration.

### **3.40. Dress Code and Equipment for the Sports Court**

3.40.0. Appropriate attire, such as comfortable clothing and sports shoes, is mandatory when using the court. Violation will be treated as a light infraction.

3.40.1. Users are responsible for the proper care of equipment provided by the Administration, such as nets, balls, rackets, and other sports accessories, and must immediately report any damage identified prior to use.

### **3.41. Hygiene and Maintenance of the Sports Court**

3.41.0. After use, residents must ensure the area is left clean and organized, including returning borrowed equipment to its designated location.

3.41.1. For sand courts, users must rinse off sand before accessing other areas of the property.

3.41.2. Food and Beverage Policy for the Sports Court

3.41.3. The consumption of food, beverages, or smoking inside the court is prohibited. Violations will be classified as a light infraction.

3.41.4. Liability for Damage to Sports Court Equipment

3.41.5. In the event of material damage, such as breaking or losing balls, nets, or rackets, the cost of repair or replacement will be fully charged to the resident responsible for the reservation.

3.41.6. Safety and First Aid on the Sports Court

3.41.7. In case of injury during physical activities, the Administration provides a first-aid kit on site.

3.41.8. If external medical services are required, such as ambulance or professional treatment, all costs will be the resident's sole responsibility.

3.41.9. Noise Compliance on the Sports Court

3.41.10. Noise regulations established by Article 42 of the Misdemeanor Law (Decree-Law 3.688/1941) and PSIU (Law 15.133/2010) apply to the sports court, especially after 10:00 PM.

## **3.42. Laundry**

3.42.0. The laundry room is intended exclusively for residents and is equipped with washing and drying machines for collective use.



3.42.1. Payment for services must be made directly at the laundry provider's Pin Pad, according to the instructions posted on-site.

### **3.43. Ironing Area**

3.43.0. There is a designated ironing area inside the laundry room. The use of irons inside the apartments is strictly prohibited. Failure to comply will be considered a medium infraction, subject to a fine.

### **3.44. Maintenance and Reporting Issues in the Laundry & Ironing Area**

3.44.0. Any malfunction or damage to laundry equipment must be immediately reported to the Administration, which will take the necessary measures for repair and regularization.

3.44.1. If the malfunction results from improper use or negligence by the resident, all repair costs will be the responsibility of the offender.

3.44.2. The laundry room is for the exclusive use of residents. Use by visitors or unauthorized third parties is prohibited.

### **3.45. Washing Rules, Prohibited Items, and Restrictions**

3.45.0. The following items must not be washed in the machines, under penalty of liability for equipment damage:

- a) Wool blankets and blankets in general;
- b) Clothes with animal hair and cleaning cloths;
- c) Sneakers, shoes, and similar items;
- d) Rugs and other items unsuitable for machine washing.

3.45.1. Additional information and detailed instructions are posted by the Administration. Failure to follow these guidelines will be classified as a medium infraction, with responsibility for any equipment damage.

3.45.2. The Administrator is not responsible for damage to residents' items washed in the machines, such as tears, shrinkage, stains, or other issues resulting from machine use.

3.45.3. It is strictly prohibited to tamper with electrical panels, electrical installations, or plumbing in the laundry room. Violations will be treated as a serious infraction, subject to fines and other penalties.

3.45.4. Leaving or storing clothing, buckets, basins, drying racks, or laundry products in the laundry room is prohibited. Failure to comply will be treated as a light infraction, and may result in fines in case of recurrence.

### **3.46. Clothes Removal**

3.46.0. Residents are responsible for removing their clothes immediately after the end of each washing or drying cycle.

3.46.1. Clothes left inside machines may result in a R\$100.00 (one hundred reais) fine per cycle in cases of recurrence.

### **3.47. Responsibility and Abandonment of Clothing**

3.47.0. Proper use of the machines and adherence to storage and clothing removal rules ensure the proper functioning of the service and harmonious coexistence among residents.

3.47.1. Recurrence or repeated failure to comply with the rules may result in suspension of access to the laundry room, in addition to other penalties provided for in this Regulation.

3.47.2. Clothing left for more than 24 hours will be sent to the Lost and Found department, and it is the resident's exclusive responsibility to retrieve the items. The Administrator is not responsible for loss or misplacement of abandoned clothing.

### **3.48. Mini Market**

3.48.0. The Mini Market will be available to residents 24 hours a day, seven days a week, providing convenience and uninterrupted access to products.

### **3.49. Payment and Proper Use of the Mini Market**

3.49.0. All items taken from the Mini Market must be paid for before leaving the premises, under penalty of administrative sanctions and possible legal actions.

3.49.1. Payments may be made via credit/debit card, mobile app, or other methods approved by the supplier.

3.49.2. In the event of technical issues with payment, residents must immediately contact the supplier's technical support through the indicated app.

3.49.3. Any attempt to leave without payment will be considered a very serious infraction, subject to fines and reporting to the authorities.

### **3.50. Conduct and Consumption Rules in the Mini Market**

3.50.0. Eating or drinking inside the Mini Market is strictly prohibited.

3.50.1. Products removed from the shelves and not purchased must be returned to their original locations in an organized manner. Failure to comply will be considered a light infraction.

### **3.51. Reporting Issues and Monitoring of the Mini Market**

3.51.0. Any product damage or technical issues in the Mini Market must be immediately reported to the Administration for resolution.

3.51.1. The space is monitored by the supplier's security cameras 24 hours a day, ensuring protection of goods and resident safety.

### **3.52. Penalties and Investigation in the Mini Market**

3.52.0. Inappropriate or suspicious behavior will be investigated by the Administration and may result in fines, warnings, or other penalties provided in this Regulation.

3.52.1. Cases of theft, intentional damage, or misconduct will be handled strictly, including severe fines, communication to authorities, and legal action when necessary.

3.52.2. The removal of any product from the Mini Market without proper payment constitutes a very serious infraction, subject to a R\$ 2,000.00 (two thousand reais) fine, regardless of the value of the item involved.

In addition to the fine, the resident's access to the Mini Market will be suspended indefinitely, and the incident will be immediately reported to law enforcement for investigation of potential criminal liability.

### **3.53. Shared Kitchen and Food Storage**

3.53.0. All residents are responsible for properly identifying their food items inside the refrigerators and consuming only the products that belong to them. Failure to comply with this rule will be considered a light infraction, subjecting the violator to the penalties provided in this Regulation.

3.53.1. Residents must store their food properly in sealed containers or appropriate recipients in order to avoid unpleasant odors and the attraction of pests such as insects and rodents. Containers must be labeled using tags provided by the property. Any improperly stored food may be discarded by the Administration without prior notice to ensure hygiene in the space.

3.53.2. All food items stored must be within their validity date. The Administrator reserves the right to conduct biweekly inspections of refrigerators and cabinets, disposing of improperly stored, unidentified, or expired products to ensure hygiene and avoid contamination.

3.53.3. Uliving recommends that residents organize their items in a way that does not overload the refrigerators and cabinets, respecting the space of other users. We recommend that personal food items be stored in individual apartments. Any failure to comply that compromises organization and collective use will be considered a light infraction.

### **3.54. Cleaning of the Shared Kitchen**

3.54.0. After using dishes and utensils, residents are required to wash, dry, and return them to the appropriate place immediately after use.

3.54.1. The food preparation and cooking area must be fully cleaned and organized immediately after use. Leaving food residues, dirt, or any kind of disorder in the area will be treated as a medium infraction, with applicable penalties and, in case of recurrence, more severe sanctions.

3.54.2. The dining area used by the resident must be cleaned after use, including removal of any waste and sanitization of surfaces. Failure to comply will be considered a medium infraction, subjecting the resident to penalties and fines.

3.54.3. Before leaving the kitchen, residents must ensure that the stove, appliances, air conditioner, and television are properly turned off. Failure to do so will be considered negligence and may be treated as a light infraction, with fines applied in case of recurrence.

3.54.4. Used cooking oil must be disposed of properly in the designated collection point. Improper disposal will be treated as a medium infraction, with fines and applicable penalties.

3.54.5. The shared kitchen is intended exclusively for the preparation and consumption of meals. Any party or event in the space requires express authorization from the Administration. Failure to comply will be considered a serious infraction, subject to fines and other sanctions.

### **3.55. Prohibitions in the Shared Kitchen**

3.55.0. Leaving dirty dishes in sinks, tables, or countertops is strictly prohibited. Failure to comply with this rule will be classified as a light infraction with the application of a fine and warning, and may be treated as a serious infraction in case of recurrence or significant impact on shared use.

3.55.1. It is forbidden to remove any shared utensils, equipment, or products from the shared kitchen. Failure to comply with this rule will be treated as a serious infraction, with a fine applied and, in case of recurrence, suspension of the right to use the space.

3.55.2. The consumption of alcoholic beverages in the shared kitchen is strictly prohibited for individuals under 18 years old, in accordance with Article 243 of the Child and Adolescent Statute (Law No. 8.069/1990). For individuals over 18 years old, consumption must be moderate. Excessive consumption will be classified as a serious infraction, with a fine, warning, and notification to legal guardians when applicable.

3.55.3. The Administration reserves the right to use the shared kitchen for internal events. Residents will be notified at least 48 (forty-eight) hours in advance.

### **3.56. Cleaning and Waste Collection in Common Areas**

#### **3.56.0. Administration Responsibility:**

The Administration of the development is responsible for providing cleaning services for the building's common areas, guaranteeing schedules and conditions that ensure order, hygiene, and the proper appearance of the property.

### **3.57. Waste Disposal by Residents**

3.57.0. Residents are responsible for taking the trash produced in their apartments and disposing of it daily in the main trash bin, the location of which can be confirmed at the lounge. Accumulating trash inside the apartment will be considered a light infraction and will subject the resident to applicable penalties.

### **3.58. Prohibition of Trash Storage in Hallways**

3.58.0. It is strictly prohibited to store or leave trash at apartment doors and/or in the building hallways. Any violation of this rule will be treated as a light infraction, with a fine applied when applicable.

### **3.59. Closed Bins and Overflow Management**

3.59.0. All trash bins must remain completely closed. Should the capacity limit be exceeded, preventing proper closure, the resident must immediately notify the lounge so that appropriate measures can be taken.

### **3.60. Rules for Use and Operation of Elevators**

### **3.61. Elevator Maintenance and Defect Reporting**

3.61.0. Maintenance of the elevators is performed exclusively by a specialized company.

3.61.1. Any defect or abnormal operating behavior observed by users must be reported immediately to the Administration, which will take the necessary steps to contact the appropriate technicians.

### **3.62. Emergency Communication System**

3.62.0. The elevators are equipped with emergency buttons that notify reception when activated. This feature must be used exclusively in emergency situations.

### **3.63. Elevator Incidents**

3.63.0. In the event of an issue during transport, users must:

- a. Press the emergency button located inside the elevator.
- b. Report the incident to the property administration, which will take the necessary measures to resolve the issue.

### **3.64. Procedure in Case of People Trapped in Elevators**

3.64.0. If users become trapped inside the elevator, the unit's team will immediately report the situation to the maintenance company, which will dispatch specialized technicians to conduct a safe rescue.

### **3.65. Prohibitions in Elevators**

3.65.0. It is strictly forbidden for anyone other than the specialized technicians assigned by the responsible maintenance company to perform any interventions on elevators experiencing technical issues. Non-compliance will be treated as a serious infraction and subject to sanctions.

3.65.1. It is strictly prohibited to use elevators in the event of a fire or other emergencies requiring immediate building evacuation. In such circumstances, emergency staircases must be used.



### **3.66. Responsibility for Elevator Damage**

3.66.0. Any damage caused to elevators during the transport of materials, furniture, or other objects will be the full responsibility of the resident who caused it. The responsible party will be required to cover all repair costs.

### **3.67. Compliance with Maximum Elevator Weight Limit**

3.67.0. The maximum weight limit specified for elevator use must be strictly observed. Exceeding this limit may damage the equipment and endanger users. Non-compliance will be treated as a medium infraction.

### **3.68. Improper Behavior in Elevators**

3.68.0. Acts such as jumping, shaking, blocking the doors, or any other improper conduct inside elevators are strictly prohibited. Such actions compromise equipment safety and user security and may result in notifications, fines, or other applicable penalties.

### **3.69. Priority Use of Elevators for Persons with Special Needs**

3.69.0. Elevator use must be prioritized for individuals with special needs, ensuring their mobility with comfort and safety.

### **3.70. Parking/Garage/Spaces**

3.70.0. Access to the garage will be granted exclusively via remote control, facial recognition — both provided after contracting the service — or authorization from the access control team, who will verify permission to use the parking space.

3.70.1. The building's garage is not required to provide designated parking spaces for elderly individuals or persons with disabilities and will be subject to general availability.

### **3.71. Parking Availability and Contracting**

3.71.0. Parking spaces are limited, and their use is subject to contracting the service. The parking fee must be confirmed with the Uliving operations team, as it is an additional service.

### **3.72. Parking Space Contracting Process**

3.72.0. Contracting the parking service requires a formal agreement between the resident and the financial responsible party, which must be executed with the Administration.

### **3.73. Mandatory Vehicle Registration**

3.73.0. Each parking space is designated exclusively for one single car or motorcycle, which must be registered in advance with the lounge staff. This procedure is mandatory, with no exceptions allowed.

### **3.74. Shared Use and Parking Space Compliance**

3.74.0. Parking spaces are not individually marked. Use must be shared in an organized manner, and users must respect the designated space limits to ensure proper functioning of the garage.

### **3.75. Safety and Circulation Rules in the Garage**

3.75.0. All users must comply with traffic rules and the maximum speed limit within the garage, which will be defined and posted by the Administration.

3.75.1. The garage is not individually monitored by the Administration. Use is the sole responsibility of the contracting resident. The Administration is not liable for damages, theft, or loss involving the vehicles.

3.75.2. Procedures for Rule Violations. Any failure to comply may result in:

- Warning
- Fine proportional to the severity of the violation

- Termination of the parking contract, without refund of paid amounts

### **3.76. Garage Usage Prohibitions**

3.76.0. It is strictly forbidden to rent, sell, or transfer the contracted parking space to third parties or to anyone other than the resident named in the contract. Violation will be considered a serious infraction, subject to applicable sanctions.

3.76.1. Storing furniture, personal belongings, or any items unrelated to the registered vehicle in the garage is prohibited. Non-compliance will be treated as a minor infraction, potentially resulting in fines and additional penalties.

3.76.2. Sharing the remote control or access card with unauthorized individuals is forbidden. Fees and rules for visitor parking must be confirmed with the building's operations team. Violation will result in a serious infraction.

### **3.77. Loading and Unloading**

3.77.0. Loading and unloading must be carried out exclusively by professionals hired by residents, using access areas designated for this purpose.

3.77.1. Authorization for use of these access areas must be obtained in advance from the Lounge.

3.77.2. Contractors must follow the Administration's guidelines, avoiding interference with building operations.

3.77.3. Delivery of medium or large items into Uliving premises must follow prior approval and coordination to ensure safety, proper use of common areas, and preservation of the facilities.

### **3.78. Permitted Hours for Loading and Unloading**

3.78.0. The established hours for loading and unloading are:

- a) Monday to Friday: from 08:00 to 18:00;

b) Saturdays: from 08:00 to 12:00;

c) Sundays and holidays: only with prior authorization from the Administration.

### **3.79. Responsibility for Damages and Cleaning**

3.79.0. Any incident or damage arising from the transportation of items that results in the need for repairs, replacements, or cleaning of common areas will be the full responsibility of the contracting resident.

3.79.1. The Administration reserves the right to carry out necessary repairs and charge the resident for reimbursement, including administrative fees or applicable technical service costs.

### **3.80. Prohibition of Storage in Common Areas**

3.80.1. The storage of materials of any kind in shared or common-use areas of the building is strictly prohibited, subject to:

Formal warning;

Fine proportional to the severity of the infraction;

Removal of the material by the Administration without prior notice.

### **3.81. Bicycle Storage Area**

3.81.0. The bicycle storage area is exclusively for residents. Storing or accessing bicycles belonging to visitors or third parties is prohibited.

3.82.1. Use of the bicycle storage area must comply with the organizational and safety rules established in this Regulation.

### **3.82. Bicycle Registration and Identification**

3.82.0. All bicycles must be registered in advance with the Administration, with clear identification of the owner.

3.82.1. The use of identification labels provided by the Administration is mandatory for storing bicycles in the bicycle area.

### **3.83. Organization and Parking of Bicycles**

3.83.0. Bicycles must be parked in designated spaces, without blocking other slots or circulation areas.

3.83.1. Storing bicycles in areas not designated for bicycle parking — such as hallways, apartments, or common areas — is prohibited. Non-compliance will be treated as a minor infraction, with fines applied in case of repeated violations.

### **3.84. Responsibility and Safety of Bicycle Area**

3.84.0. The Administration is not responsible for damages, theft, or loss of bicycles stored in the bicycle area. Residents must use appropriate locks or security devices.

3.84.1. Altering, damaging, or removing any structures from the bicycle area — such as racks or locks — is prohibited. Violations will be classified as a serious infraction, with repair charges and fines applied.

### **3.85. Bicycle Storage Rules and Penalties**

3.85.0. Use of the bicycle storage area must be orderly and respectful of other residents' space.

3.85.1. Failure to comply with bicycle storage rules may result in:

- a) Minor infraction for poor organization or improper parking.
- b) Serious infraction for damage to the structure or violation of usage rules.

### **3.86. Removal of Abandoned Bicycles**

3.86.0. Bicycles without identification or that remain parked for more than 30 consecutive days without use will be considered abandoned.

3.86.1. The Administration will notify the registered owner and grant a period of 10 calendar days for removal. If removal does not occur, the bicycle will be sent to Lost and Found or donated, without further liability for the Administration.

### **3.87. Use of Electric Bicycles**

3.87.0. Electric bicycles are permitted in the bicycle storage area, provided they comply with the same registration, organization, and safety rules.

3.87.1. Charging electric bicycle batteries in the storage area is prohibited. Non-compliance will be treated as a serious infraction, with a fine applied.

### **3.88. Final Provisions**

3.88.0. The regulations outlined above reflect a commitment to harmonious coexistence, safety, responsibility, and mutual respect within Uliving.

3.88.1. This document will be officially available on the Uliving website for consultation and may be updated as needed, with prior communication to residents.

3.88.2. Compliance with the regulations is mandatory and reflects each resident's responsibility to the community and commitment to maintaining the quality standards of the property.