

## **SUTTON PLACE SHORT TERM RENTAL RULES**

1. Owners conducting short term rentals of their apartments at Sutton Place must disclose that they are short term renting, to the Body Corporate, through the managing agents with an official letter sent via e-mail to hopewell@steer.co.za.
2. Owners must also disclose on which platform(s) their apartment is advertised.
3. A person responsible for the apartment must be appointed by the owner, now known as the "Agent". The Agent will be the owner's preferred contact for any issues with the guests.
4. The Agent's name and contact number (and alternative number or contact details) must be supplied to the Body Corporate, via the managing agents.
5. The Agent must be contactable at all times to deal with any issues that arise - 24 hours a day, 7 days a week, 365 days a year.
6. The Agent must ensure that guests are provided with a copy of the Sutton Place Body Corporate rules and respect these rules during their stay.
7. No more than 2 adults are allowed to stay in the loft apartments. No more than 4 people are allowed to stay in the 2-bedroom apartments; 1 extra child may also stay if they are under 6 years of age.
8. If an owner does not comply with one, or any of these rules, they will be liable for the following:
  - a. A first offence will result in a fine of ZAR 500
  - b. A second offence will result in a fine of ZAR 2000
  - c. A third time offence will result in the owner not being allowed to do short term rentals for a minimum of 6 months.
  - d. Cycle will be a calendar year cycle (January to December)
9. Rules are subject to change at Trustees' discretion, within reason, and with notice in writing to owners.

The trustees of Sutton Place Body Corporate