

SALT ROCK // PURE NORTH COAST



DUNKIRK ESTATE SHORT TERM OCCUPANTS ACCESS FORM (2-30 DAYS)

1. OWNER: _____ ADDRESS: _____
2. TENANT VISITOR RELATIVE EXTENDED FAMILY HOLIDAY TENANT
3. TENANT NAME: _____ TENANT SURNAME: _____
4. ID: _____ MOBILE: _____ VEHICLE REG: _____
5. DATE IN: ___/___/___ DATE OUT: ___/___/___
6. LETTING AGENCY: _____ LETTING AGENT: _____
7. NUMBER OF OCCUPANTS (incl. Responsible Rep): _____ NUMBER OF BEDROOMS: _____

Persons requiring Access: A deposit of R5000.00 to be lodged by the short term tenant. The amount must be deposited into the DHOA bank account 1 week before occupation date. **FNB, BANK STREET, DUNKIRK HOMEOWNERS ASSOCIATION, BRANCH CODE: 25 06 55, ACC NO: 6242 9007 413, PLEASE SEND PROOF OF PAYMENT TO: admin@dunkirkestate.co.za. USE ADDRESS & SURNAME AS REFERENCE. ATTACH COPIES OF ID OR PASSPORT FOR PERSONS REQUIRING ACCESS (OVER 16 YEARS OLD).**

NAME:	SURNAME:	ID/PASSPORT NO:	CELL NUMBER:
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____

The above person/s requiring access will need to visit the DHOA Office or Security Office for an orientation on the Estates rules, the cost will be R350.00 which will be deducted from the R5000.00 deposit. This cost includes the orientation, as well as the access card which will be programmed to only work during the duration of the stay. The access card is to be given back to security on departure. Failing to hand in the access card will result in fine of R200.00 which will be deducted from the deposit. The deposit amount will be refunded within 3 working days of the DHOA receiving an instruction to do so.

TENANT ACKNOWLEDGMENT: I the tenant of the above mentioned property hereby acknowledge & agree that should I or my Visitor / Relative / Extended Family member break any of the Rules or Regulations that I will be held liable and agree to pay any fines or penalties issued by the Estate. All & any costs associated with the administration of this Orientation / Lease will be deducted from the R5000.00, including but not limited to Orientation Fee, Access fees, Fines & Penalties relating to the above mentioned occupants & their families. Should the fines exceed the deposited amount, then the OWNER will be liable for the excess amount.

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I, the Owner/ Landlord/ Mandated Representative acknowledge the following:

I will not give my access remote or cards to my tenant. Failure to adhere to this will result in a fine of R2500.00.
My rights to the Beach Club are ceded to the short term tenant for the duration of their stay.
My guest will not abuse their access in anyway.
My guest will not handover their access card/remote to anyone for use.
My guest will register their access when accessing through the security gates as a driver or pedestrian.
Failure to adhere will result in a breach of the security protocol and a financial penalty may be imposed.

Signature: _____ Signed at _____ on this day _____ of _____ 20 _____

Name: _____ ID: _____
Owner / Landlord / Mandated Representative

Below are some of the important rules to abide by while you enjoy your stay at Dunkirk Estate. Read each point and initial next to each rule.

1. I Acknowledge that I have read through and understood the Dunkirk Estate rule on <http://www.dunkirkestate.co.za/documents/DUNKIRK%20ESTATE%20RULES%20-%20%202016.pdf>
2. All security procedures, rules & regulations are to be strictly adhered to at all times. Please report any suspicious or unlawful behaviour to security, as well as fires to the numbers provided.
3. Access through the security gates & booms, is only granted if you have a valid access card.
4. Kindly note that abusive behaviour towards the security staff is not tolerated and a fine of R500.00 will be deducted off the deposit for such offences.
5. The speed limit on the Estate is 25km/per hour. No driving under the influence of alcohol or drugs. Should you be caught speeding or driving under the influence, drivers will be liable for a fine, of R1000.00 which will be deducted off the deposit.
6. Vehicles may only be parked in designated areas. Caravans, boats & trailers adhere to the Estate's parking rules. No person/s may occupy the caravan while it is on Dunkirk Estate.
7. The Clubhouse swimming pool is available for use between the hours of 05H00 and 21H00 during summer, and between 05H00 and 20H00 during winter. Children under the age of 12 wishing to use the swimming pool must be accompanied by parents and supervised at all times. No jumping off the wall and into the pool is allowed. Please ensure that children do not climb on the balustrading anywhere in the pool and surrounding areas. The use of the swimming pool and surrounding area is strictly at own risk.

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8. No Swimming, watercraft, or radio controlled vehicles are permitted in any of the dams.
9. Catch and release fishing is permitted in the dams. No large rods or nets are allowed to be used.
10. NO pets allowed.
11. Refuse is collected on a Monday and Thursday, refuse is to be placed neatly on verge in refuse bags.
12. This is a Residential Estate where our residents live permanently. No unruly behaviour or excessive noise is permitted on the Estate. A fine of R2500.00 will be issued per offence. This amount will be deducted off the deposit.
13. No hooting anywhere on the Estate is permitted.
14. No fireworks are allowed.
15. The discharging of any firearms, air guns or other weapons are strictly prohibited.
16. No animal, bird or reptile may be slaughtered on the Estate.
17. No meat, fish or carcass may be hung up to dry or cure within the Estate.
18. Hiring of Domestic staff must be cleared with the Estate's Office first.
19. Strictly 2 occupants per bedroom applies – if you are caught contravening this rule you will be fined & could face possible eviction from the property.
20. No keys can be left with Security – they have been instructed not to accept any keys from anyone. Please make prior arrangements for collection & drop off of keys with your letting agent / Landlord. The access card is to be left with security upon departure.
21. **You are in a water restricted area & due consideration must be taken when:**
 - a. Use of a Jacuzzis.
 - b. Use of hosepipes.
 - c. Washing of buildings, structures, cars, trailers, boats, bikes & caravans.
 - d. When automated irrigation is to be used.
 - e. The use of portable water for dust control.
22. When vacating the property please ensure that all lights / air conditioners / stoves / TVs etc have been turned off & all windows & doors have been closed & locked.
23. The Owner / Landlord & Dunkirk Estate Home Owners Association are not responsible for any injury, death, loss or damage sustained to the tenants or their guests.

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BELOW ARE SOME OF THE RULES RELATING TO DUNKIRK'S BEACH CLUB HOUSE.

24. There is NO vehicle access at any time. The access card will only permit pedestrian access.
25. Only tenants residing in Dunkirk will have access to the Beach Club House. Tenants found abusing this rule will be barred from using the Beach Club House.
26. NO unruly behaviour or music allowed at the Beach Club House.
27. Please observe the NO SMOKING areas.
28. NO pets allowed at the Beach Club House.
29. I acknowledge that I have read through and understood the remainder of the Dunkirk Estate Beach Club House rules.
<http://www.dunkirkestate.co.za/documents/Dunkirk%20Estate%20Beach%20Club%20Rules%20-%202016.pdf>

I hereby acknowledge that I have read & received a copy of the Rules & Regulations pertaining to Dunkirk Estate and I agree to abide by them at all times. I accept that should I or any member of my party break any of the Rules or Regulations that I will be held liable and agree to pay any fines or penalties issued by the Estate.

I acknowledge the following:

I will not abuse their access in anyway.
I will not handover the access card to anyone for use.
I will register their access when accessing through the security gates as a driver or pedestrian.
Failure to adhere will result in a breach of the security protocol and a financial penalty may be imposed.

Signature: _____ **Name:** _____ **ID:** _____

Signed at _____ **on this day** _____ **of** _____ **20** _____

Tenant / Visitor / Relative / Extended Family / Holiday Tenant / Responsible Representative.

Disclaimer of Responsibility:

The Association and/or its agents shall not be liable to any Member or any of the Member's lessees, or their respective employees, agents, servants, invitees or customers of any Member of the public dealing with the Member or any lessee for any injury or loss or damage of any description which the Member or any such other person aforesaid may suffer or sustain whether directly or indirectly in or about the Estate, regardless of the cause thereof.

OFFICE USE: Estate Representative: Name: _____ **Signature:** _____

Date: ___/___/___ **TOTAL FEE DUE:** _____