

MILLENNIUM BUSINESS PARK BODY CORPORATE PROPOSED CONDUCT RULES

(Section 35(2)(b) of the Sectional Title Act, 1986)

1. ANIMALS, REPTILES AND BIRDS

- 1.1. An owner or occupier of a section shall not, without the consent in writing of the trustees, which approval may not be unreasonably withheld, keep any animal, reptile or bird in a section or on the common property.
- 1.2. When granting such approval, the trustees may prescribe any reasonable condition.
- 1.3. The trustees may withdraw such approval in the event of any breach of any condition prescribed in terms of sub-rule (2).

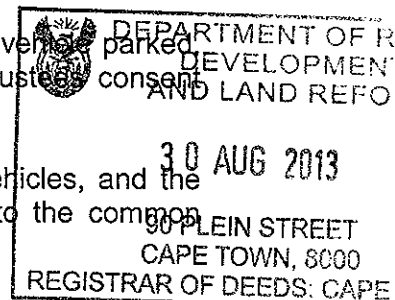
2. REFUSE DISPOSAL

An owner or occupier of a section shall

- 2.1. Maintain in a hygienic and dry condition, a receptacle for refuse within his section, his exclusive area or on such part of the common property as may be authorised by the trustees in writing.
- 2.2. Ensure that before it is placed in such receptacle it is securely wrapped, or in the case of tins or other containers, completely drained;
- 2.3. For the purpose of having the refuse collected, place such receptacle within the area and at the time designated by the trustees.
- 2.4. When the refuse has been collected, promptly return such receptacle to his section or other area referred to in paragraph (2.1).

3. VEHICLES

- 3.1. No owner or occupier shall park or stand any vehicle upon the common property, (i.e. an area not designated as a parking bay), or permit or allow any vehicle to be parked or stood upon the common property, without the consent of the trustees in writing.
- 3.2. The trustees may cause to be removed or towed away, any vehicle parked, standing or abandoned on the common property without the trustees' consent at the risk and expense of the owner of the associated Unit.
- 3.3. Owners and occupiers of sections shall ensure that their vehicles, and the vehicles of their visitors, do not drip oil or brake fluid on to the common property or in any other way deface the common property.
- 3.4. No owner or occupier shall be permitted to effect major repairs to any vehicle on any portion of the common property, an exclusive use area or in a section.
- 3.5. The washing of vehicles inside the building is strictly prohibited, unless carried out in an area specifically designated for such purpose.



- 3.6. The use of visitors parking bays in the complex is limited to short term occasional parking by bonafide visitors to the complex. Owners and occupiers of units will be obliged to ensure that the visitors parking bays are not used by their staff. The visitors parking bays may only be used as contemplated above.
- 3.7. The Trustees shall have the right to remove any vehicle/canopy/boat/container which is parked or placed by a tenant/occupier on the common property.
- 3.8. The Trustees shall have the right to deny vehicle access to any tenant/occupier who contravenes the rules after having received a prior written warning by the Trustees/Managing Agent/Manager.

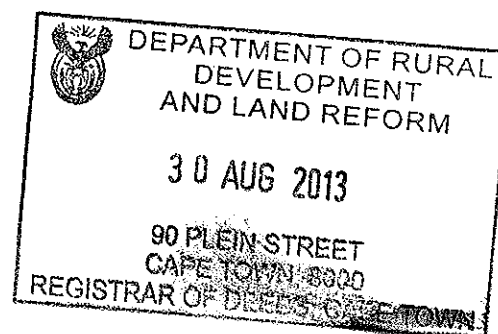
4. DAMAGE ALTERATIONS OR ADDITIONS TO THE COMMON PROPERTY

- 4.1. An owner or occupier of a section shall not mark, paint, drive nails or screws or the like into, or otherwise damage, or alter, any part of the common property without first obtaining the written consent of the trustees. The common property shall specifically include such areas as service ducts, sprinkler systems, common services and ceiling installations. The trustees shall have the right to recover from an owner of a section any costs to repair damage caused by an owner or occupant.
- 4.2. Notwithstanding sub-rule (1), an owner or person authorised by him, may install
 - 4.2.1. any locking device, safety gate, burglar bars, intercom/alarm system or other safety device for the protection of his section; or
 - 4.2.2. any screen or other device to prevent the entry of animals or insects:

Provided that the trustees have first approved in writing the nature and design of the device and the manner of its installation. Should the owner or occupier fail to comply with the above, the trustees shall have the right to rectify any damage or remove and make good any non-authorised installation. The costs of the same shall be borne by the owner of the section.
- 4.3. An owner of a section shall comply with **Annexure 1** hereto in respect to any alteration or addition to a section which is proposed.

5. APPEARANCE FROM OUTSIDE

The owner or occupier of a section shall not place or do anything on any part of the common property, including balconies, patios and stoeps which, in the discretion of the trustees, is aesthetically displeasing or undesirable when viewed from the outside of the section.



6. SIGNS AND NOTICES

- 6.1. No owner or occupier of a section, shall place any sign, notice, billboard or advertisement of any kind whatsoever on any part of the common property or of a section, so as to be visible from outside the section, without the written consent of the Trustees first having been obtained.
- 6.2. The design, size and location of all signage requirements of the building shall be the responsibility of the trustees.
- 6.3. The developer shall have the right to display, in consultation with the trustees, signage, billboards etc in order to effect the marketing of the scheme until such time as the last section is sold and transfer effected.
- 6.4. Please see **Annexure 2** for all signage applications.

7. LITTERING

An owner or occupier of a section shall not deposit, throw, or permit or allow to be deposited or thrown, on the common property or out of the exterior of the building, any rubbish, including dirt, cigarette butts, food scraps or any other litter whatsoever. The trustees shall be entitled to impose a monetary fine payable by the owner of a section at their sole discretion.

8. LAUNDRY/SCREENING

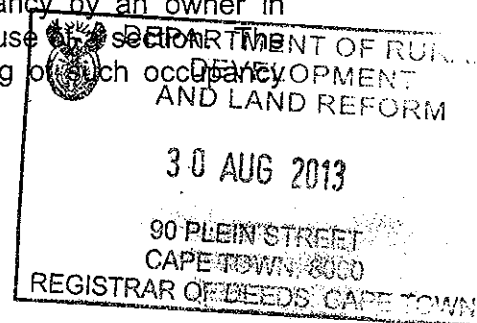
An owner or occupier of a section shall not, without the consent in writing of the trustee, erect his own washing lines, nor hang washing or laundry or erect a screen or any other items on any part of the building or the common property so as to be visible from outside the building or from any other sections.

9. STORAGE OF INFLAMMATORY MATERIAL AND OTHER DANGEROUS ACTS

- 9.1. An owner or occupier shall not store any material, or do or permit or allow to be done, any other dangerous act in the building or on the common property which will or may increase the rate of the premium payable by the body corporate on any insurance policy without the written permission of the trustees.
- 9.2. The trustees shall have the right to collect the increased premium payable from the owner of a section should the trustees agree to clause 9.1.

10. LETTING OF UNITS

- 10.1. All tenants of units and other persons granted rights of occupancy by any owner of the relevant unit are obliged to comply with these conduct rules, notwithstanding any provision to the contrary contained in any lease or any grant of rights of occupancy.
- 10.2. The trustees shall have the right to interview any prospective tenants and other persons that may be granted rights of occupancy by an owner in respect of the image and desirability of the proposed use of the section. The Trustees shall have the right to preclude the granting of such occupancy should they deem fit.



- 10.3 The following uses are precluded and no owner of a section or any tenant shall allow such a section to be utilized for such purposes:-

panelbeating, spraypainting, mechanical repairs to vehicles, engines or heavy machinery.

11. ERADICATION OF PESTS

An owner shall keep his section free of white ants, borer and other wood destroying insects and to this end shall permit the trustees, the managing agent, and their duly authorised agents or employees, to enter upon their section from time to time for the purpose of inspecting the section and taking such action as may be reasonably necessary to eradicate any such pests. The cost of the inspection, eradicating any such pests as may be found within the section, replacements of any woodwork or other material part of such section which may be damaged by any such pests shall be borne by the owner of the section concerned.

12. FIRE REGULATIONS

The owner of a section shall ensure that the applicable fire regulations have been complied with, with regard to any occupancy of a section.

The owner of a section shall submit a certificate confirming the inspection and servicing of all fire equipment located within a section to the Trustees on an annual basis.

13. LANDSCAPING

No owner or occupant of a section or their visitors shall be permitted to remove, place or plant any trees or shrubs on the common property or within an exclusive use area, without the written permission of the Trustees.

14. SECURITY / ACCESS CONTROL

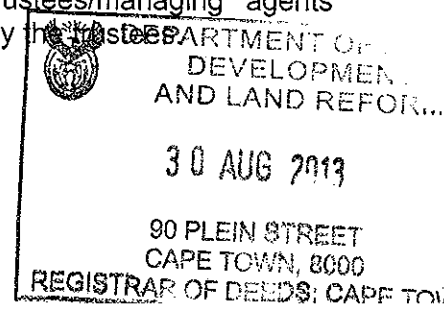
14.1. Should the developer or the Body Corporate elect to install an access control systems owners of sections and their visitors, tenants and other persons granted the right of admission shall identify himself by means of an access control card. The trustees shall be entitled to charge a deposit and/or replacement fee in respect of access cards and remote control units.

14.2. The trustees hereby reserve the right of admission. The trustees have the sole right to deny access to any person should they deem such action to be necessary to ensure the security and privacy of the sections and compliance with the said rules.

14.3. All owners of sections shall ensure that the vehicles belonging to their visitors are identified to the security personnel and that a designated visitor's bay is available to accommodate the vehicle on the property.

14.4. No owner of a section, his tenant or any person granted the right of admission shall be permitted to interfere with, alter the security system or instruct the personnel. The employment of the security system and personnel shall be the responsibility of the trustees/managing agents and/supervisor and shall be employed as directed by the trustees.

15. CLEANING



- 15.1. No owner of a section, his tenant or any other person granted the right of occupancy shall be permitted to instruct the cleaning personnel employed by the trustees. The supervision and direction of the cleaning personnel shall be the responsibility of the trustees/managing agents and/or supervisor.
- 15.2. No member of the cleaning personnel employed by the trustees shall be required to clean or undertake any work within a section unless authorised to do so by a trustee/managing agent and/or supervisor.
- 15.3. An owner of a section, his tenant and any other person granted the right of occupancy shall maintain the section in a clean and hygienic state at all times. Should an owner fail to do so the trustees shall inform the owner in writing that the section is to be cleaned within 24 hours of the date of the letter should an owner fail to take the corrective action, the trustees shall have the right to gain access and carry out the necessary cleaning hygiene requirements on behalf of the owner. The trustees shall have the right to recover the costs of the same from the owner of the section.

16. INSTALLATION OF GENERATORS

An owner of a section shall comply with **Annexure 3**, attached hereto in respect to the installation of a generator for the owners section/s.

17. SMOKING AREAS

The smoking areas at Millennium Business Park are confirmed as follows:

- On all the roof decks on top of Blocks A, B, C, D, E and F.
- The grassed area opposite the main entrance surrounded by parking bays 378, 385, 393 and 397.

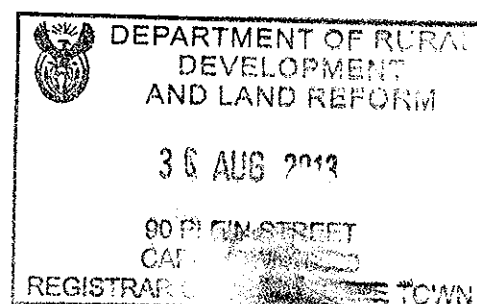
In addition the owner (or his tenant or any other person granted the right of occupancy) may choose to smoke within their section provided it is not in breach of any smoking regulations.

All remaining areas (including but not limited to the passages and basement parking areas) are non-smoking areas. Anyone caught smoking in a non-smoking area shall receive one verbal warning and is to stop smoking immediately. Thereafter, the owner of the section from where the offender emanates from shall be fined. The amount of the fine shall be determined by the Trustees from time to time as contemplated in Clause 19 of these Conduct Rules.

18. SUPERVISION

The trustees and or managing agent shall have the right to employ and delegate responsibility to a person or persons employed in a supervisory capacity in order to carry out the daily administration of the building. Such person or persons shall be referred to as the building supervisor and shall take instructions from and report to the trustees and or managing agent as required. The building supervisor shall have the authority to carry out all tasks as directed by the trustees.

19. FINES



If the Conduct of an Owner or an Occupier of a Unit or his visitors constitutes a nuisance in the opinion of the Trustees, or if an Owner, Occupier or visitor contravenes, breaches, disobeys or disregards a Management or Conduct Rule, the Trustees may furnish the Owner with a written notice. In the notice the particular conduct, which constitutes a nuisance, must be adequately described or the Rule that has allegedly been contravened must be clearly indicated. Should the contravention continue a fine will be imposed on the Owner of the Unit. The raising of the fine will be by means of an additional levy. All fines so imposed will have to be paid in full prior to the issuing of a levy clearance certificate which is required for Deeds Office purposes. Should the Owner be an investor, it is the responsibility of the Owner to ensure that the said written notice is passed onto his Occupant/Tenant.

The Trustees may from time to time, determine the amount of the initial and subsequent penalties, which amounts may vary from offence to offence. In the absence of such a determination a maximum penalty of three times the monthly levy may be imposed as an initial penalty and a further maximum penalty of five times the monthly levy may be imposed as a subsequent penalty.

20. LIFT

The lift may not be used to load goods/equipment to/from a unit when taking occupation or vacating a unit without prior written approval from the Trustees. In addition, the Trustees may charge a refundable deposit (the amount shall be at the discretion of the Trustees) to cover the risk of any damage caused to the lift/common areas. The said deposit shall be refunded once the area has been inspected and approved by the Building Manager. Should an Owner or an Occupier use the lift as envisaged above without prior written approval the Trustees will be able to fine the Owner of the unit (who shall in turn be responsible for recovering the said fine from his Tenant). The amount of the fine shall be at the discretion of the Trustees and shall be applied in terms of Clause 19.

21. BURGLAR BARS and SECURITY GATES

An owner of a section who wishes to install any of the above must submit their application in writing to the Managing Agent or Building Manager. Installation shall only occur after written approval has been received by the applicant from the Managing Agent or Building Manager.

Burglar Bars

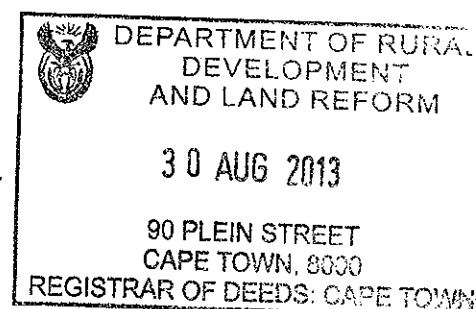
Please see units 57/58 for an example of the specification, design, colour, etc. that will be required.

Security Gates

Please see units 1 to 4 for an example of the specification, design, colour, etc. that will be required for fixed or sliding gates. Notwithstanding the above, please make contact with the Building Manager to confirm the above – he may also be able to show you other examples.

22. PARKING

Please see attached **Annexure 4** for the Parking Schedule.

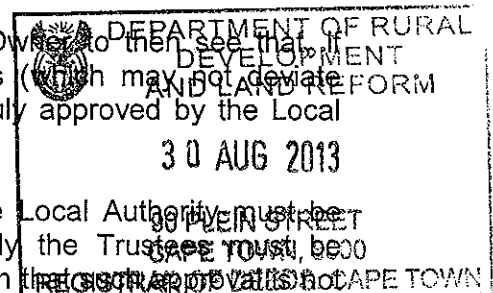


MILLENNIUM BUSINESS PARK
BODY CORPORATE

CONDITIONS OF APPROVAL FOR ALTERATIONS AND/OR RENOVATIONS TO ANY SECTION

The conditions set out herein are made in the interest of all who have invested in Millennium Business Park, it is the function of their Managing Agents and the supervisor to see that these conditions are adhered to.

1. The following broad definitions will apply:-
 - 1.1. Alterations shall mean any work involving alterations or additions to a section or unit including the removal, creation or modification of a wall or internal fitting, or any structural part of the building and shall include any alteration, modification or decorative work which affects the exterior appearance of a section or unit. Furthermore any incidental or construction requirement related to the common services, air-conditioning, sprinkler or ceiling installations shall also be defined as an alteration.
 - 1.2. Renovations shall mean any internal redecoration or refurbishment of the existing décor of an interior unit or section excluding the replacement, removal or creation of internal fittings.
 - 1.3. The Trustees will be the sole and final judge as to whether the work proposed constitutes "Alterations" or "Renovations" as referred to herein.
2. An Owner shall not make any alterations or renovations to his section or the common property which affects the appearance of the building in any way whatsoever without the written approval of the Trustees.
3. An Owner shall not make any alterations to his section or the common property which are likely to impair the stability of the building or the amenity of other sections of the common property.
4. The procedure for obtaining approval is as follows:
 - 4.1. ALTERATIONS: Where alterations as defined above are involved:
 - 4.1.1. This application with sketched (both plan and elevation drawings) of the proposed alterations, must be submitted to the Managing Agents for agreement in principle to be obtained from the Board of Trustees, which consent shall not be unreasonably withheld. The costs of preparing such plans shall be borne by the owner of the section.
 - 4.1.2. thereafter it is the responsibility of the Owner to then see that, if necessary, professionally prepared plans (which may not deviate from the sketches as 4.1.1 above are duly approved by the Local Authority.
 - 4.1.3. A copy of the plans as approved by the Local Authority must be submitted to the Trustees – alternatively the Trustees must be supplied with evidence satisfactory to them that such approval is not required prior to the commencement of the said works.



- 4.1.4. If the Trustees reasonably consider it necessary, they shall be entitled at the cost of the applicant to seek the advice of an architect (or other professional assistance) as to the acceptability of the proposals.

- 4.2. **RENOVATIONS:** Where only renovations as defined above are proposed, written application should be submitted to the supervisor/managing Agent during office hours.

5. The following conditions shall apply with respect to alterations:

- 5.1. Confirmation that the work may proceed will be conveyed to the applicant by the Managing Agent with whom a date for the commencement of the work shall be arranged. The Supervisor/Managing Agent will supply information as to the access to be granted to the contractors workmen and the maintenance of security within the building.
- 5.2. No work may be started until approval has been conveyed by the Managing Agents as above and the deposit mentioned below has been paid to them. Should any work commence prior to their approval, the trustees shall have the right to institute the necessary legal action to cease the same and recover the costs of such action from the applicant.
- 5.3. The owner accepts responsibility for any damage caused by him or his contractors to common property or to other units in the building and indemnifies other owners against such damage. The applicant is required to submit the necessary proof to the managing agent that the necessary contractors all risk insurance is in place prior to the commencement of the work.

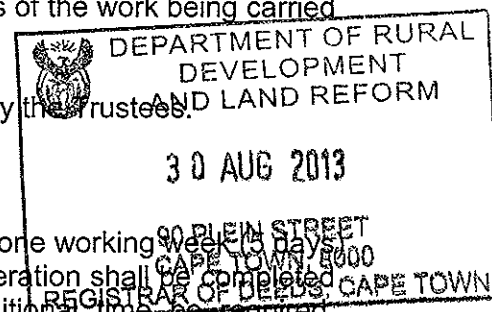
The owner shall be responsible for the payment of all additional insurance premiums which may arise due to the necessity to place additional cover with regard to the alterations. This includes damage to the moveable contents of adjoining units which can be attributed to the effects of the work being carried out.

- 5.4. Work will only be permitted at the times stipulated by the Trustees.

The conditions that apply are:-

- 5.4.1. Demolition work shall be completed within one working week (5 days) of commencement date, and the entire alteration shall be completed within 2 calendar months. Should additional time be required, application to this effect should be made to the trustees for consideration.
- 5.4.2. No demolition, hammering, drilling, sawing or use of power tools or other disturbing noise producing activities may be carried out in such a manner as to cause a disturbance to other section owners.
- 5.4.3. Jack hammers may only be used during demolition work where no other method is possible and operated after hours. Only one jack hammer may be used at any given time.

6. Proper supervision, particularly during the demolition stage is essential. Furthermore, the owner or his/her representative must be available at all times during the alterations should it be necessary for the supervisor or a Trustee to make contact in the event of an emergency or any problem experienced. In the interest of all parties concerned therefore, the owner shall provide the Managing Agent with a



key for access to the section so that in the event of flooding for example, damage could possibly be minimised.

7. Any work necessitating a deviation of the building's electricity or water supplies requires detailed drawings to be submitted to the Managing Agents.
8. Body Corporate electricity and water, i.e. common area plugs and taps are not to be used except with the written permission of the Trustees, in which case a charge will be assessed for the electricity/water consumed for the account of the owner.
9. The owner indemnifies the Body Corporate in respect of any damage caused to its common property, either inside or outside the building and will pay the cost of repairing or restoring the damages caused during the course of carrying out any alterations or renovations to the section. The owner shall be responsible for the payment of all additional insurance premiums that shall be due resulting from the alteration/renovation.
10. All air vents in the section must be sealed for the duration of the alterations or renovations so as to prevent dust entering other sections.
11. Rubble must be dumped at the place designated by the supervisor and be removed within 24 hours. Failure to comply will result in the managing agent/supervisor contracting to have the rubble removed at the applicants cost.
12. Contractors must clean up common property each afternoon before leaving the site. If this is not done, it is understood that the building's cleaners will do so at overtime rates, at the owner's expense.
13. Any construction and/or paintwork as seen from the outside must match up with the rest of the building.
14. All doors and windows being installed must conform in outward appearance with other doors and windows installed in similar positions elsewhere in the building.
15. A deposit of ten percent of the cost of alterations and or renovations, subject to a minimum of R 2 500, shall be paid before any work commences, from which the costs of rectifying any damage to common property (e.g. floor coverings, woodwork, paintwork, plumbing, etc) as also any other charges accruing against the owner arising out of paragraphs 8, 12, 13 and 16 will be deducted. The trustees reserve the right to increase the amount of the deposit at their sole discretion.

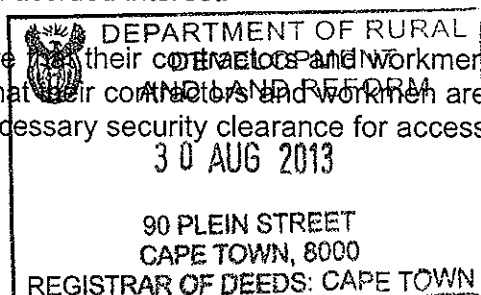
The amount will be deposited in an interest bearing account with the interest for the owner's account. Cheques must be made out and sent to the managing Agents or a bank guarantee may be furnished to the managing agents.

16. Any and all charges, expenses and costs accruing against the owner arising from matters contained anywhere in the foregoing conditions are payable on demand and as stated in paragraph 15, will be deducted from the deposit.

However, should the amount of the deposit prove insufficient to meet the whole of such costs, then any deficiency must be paid on demand.

17. Any balance of the deposit remaining will be repaid to the owner after all charges have been deducted from the initial deposit and accrued interest.

18. It is the responsibility of the applicant to ensure that their contractors and workmen comply herewith. The applicant shall ensure that their contractors and workmen are identified at all times and have obtained the necessary security clearance for access to the building on a daily basis.



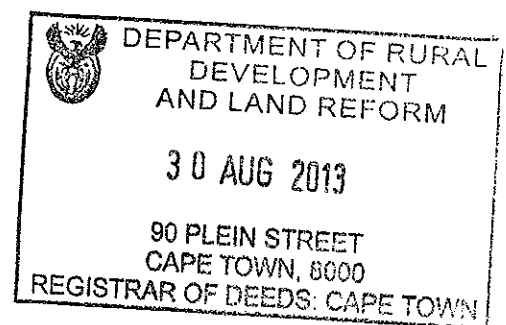
19. Owners are hereby advised that the supervisor/Managing Agent of the complex has been authorised by the Board of Trustees to act on their behalf in ensuring that the work undertaken conforms to that approved by the Trustees and that all contractors are abiding by all the aforementioned Conditions.

I/We hereby accept the above and make application accordingly.

NAME:

SIGNED:

SECTION NO. DATE:



Signage Guidelines, Rules and Application Form

There are four categories of signage at Millennium Business Park namely:

1. Entrance Door Signage.
2. Plaque.
3. Parking/Kerb Signage.
4. Building Signage.

Please note the following when making a signage application at Millennium Business Park for

1, 2 or 3 above:

- Any signage application must be made in electronic format by the Owner (as the Owner will be held responsible for any breach by his Tenant) to the Managing Agent and must be accompanied by a drawing illustrating the proposed signage.
- No signage is allowed on any windows.
- Final signage approval is always at the discretion of the Trustees.

1. ENTRANCE DOOR

Each entrance door at Millennium Business Park comprises of three panels. The following rules apply to each panel.

Top Panel

There are 3 scenarios that apply to the top panel.

1. Door number only.
2. Sandblasted name.
3. Blank.

Middle Panel

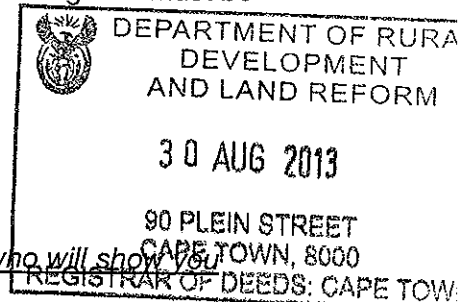
The middle panel may only include the business name and/or logo which must be reverse sandblasted, no colour may be used and an appropriate gutter must be allowed for around all 4 sides.

Bottom Panel

There are 2 scenarios that apply to the bottom panel.

1. The panel can be completely sandblasted.
2. The panel can be left blank.

For clarity, please feel free to make contact with the Building Manager who will show you examples of previously approved entrance door signage.



2. PLAQUE

The plaque is allowed in one of two sizes namely A3 or A4 and may only comprise of the name and/or logo. No colour may be used and there must be an approved gutter around all 4 sides. The plaque must be made out of aluminium with a brushed finish and fixed with mirror screws. The name and/or logo must be black in colour. Please note that the top of the plaque must be 100mm below the top of the middle panel or 100mm below the outside light.

For clarity, please feel free to make contact with the Building Manager who will show you examples of previously approved plaques.

3. PARKING/KERB SIGNAGE

This signage has 2 sizes namely standard number plate size or 440mm * 120mm. The companies name or logo may appear on the signage but must be black in colour with a white background and an appropriate gutter.

For clarity, please feel free to make contact with the Building Manager who will show you examples of previously approved parking/kerb signage.

4. BUILDING SIGNAGE

Background

The Millennium Business Park Body Corporate (MBP BC) falls under the auspices of the Century City Property Owners Association (CCPOA). Hence all signage applications for MBP BC must be authorised by both bodies namely the MBP BC and the CCPOA.

Objectives

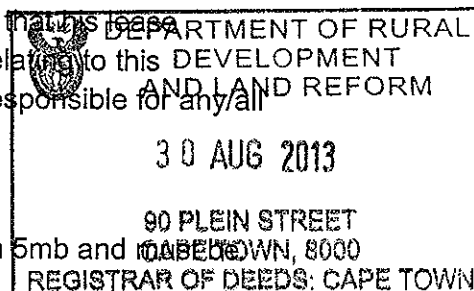
The objectives of this document are to set out the rules and regulations governing the external building signage at Millennium Business Park (MBP) to ensure compliance and that MBP becomes a landmark within Century City and its surrounds. This will be to the benefit of the Owners through the increased value of their investment as well as the tenants who will benefit from a more prestigious and well known address.

In order to achieve this the Trustees will only consider applications that adhere to the rules as set out in this document.

Procedures for applying for Tenant Signage

Please note the following important points regarding signage applications. All applications must:

1. Be made by the Owner of the section/s. Should an Owner be an investor at the property then the Owner will be held responsible for all aspects relating to the signage and its application. In addition, the Owner is to ensure that his lease agreement with his Tenant adequately deals with all aspects relating to this document. Please note that the MBP BC will hold the Owner responsible for any/all matters relating this application, non-compliance, fines, etc.
2. Be made to the Managing Agent.
3. Be in electronic (PDF) format. The file must not be greater than 5mb and printable to a recognised scale on ISO sizes of paper.
4. Only Owners who's levy is in good standing will be considered for signage. The MBP BC reserves the right to remove signage of those members who's levy is not in good standing.
5. A scrutiny and administration fee of R 1 063.76 (no vat) must be paid prior to any application. No applications will be considered until the said payment is received/confirmed. The said monies must be paid over to the MBP BC, Standard Bank, Milnerton, branch code 026509, account number 073087998. When paying please use your unit number – example 81MBP.
6. Once an application has been approved the Owner will be notified (in writing) by the managing agent and the following costs will need to be finalised. A once off fee of R4560.00 including vat (this figure will be reviewed annually by the board of trustees) will be payable to the MBP BC (same banking details as point 4 above) which will allow the signage to remain in place for the full period of the Occupants tenure at MBP. However, please note that the Owner will also be liable (in addition to the above mentioned cost) for the costs of erecting and removing the signage. Further to this, the MBP BC reserves the right to withdraw any previously approved signage and/or make changes to approved signage should it become necessary for any reason whatsoever. The Owner hereby undertakes to remove or make changes to this signage at their own expense.



7. Total payment R5623.76 (R1063.76 + R4560.00) which excludes installation, removal and any making good.

Rules governing signage at Millennium Business Park

1. The attached Annexures (marked Annexure A & B) must be completed (in colour) taking note of all borders, margins, letter sizes, etc and must accompany the application.
2. Any application must be signed by the Owner of the relevant section/premises and his Tenant where the Owner is an investor. Where the Owner is an Owner Occupier then only the Owners signature is required.

In addition to the above, please note the following:

- The application will only be forwarded to the CCPOA once it's approved by the MBP BC. Should the application not be acceptable to the MBP BC, it will be returned to the sender with reasons. Please note that all costs will have to be repaid.
- No signage may be erected until it has been approved (in writing) by both the MBP BC and the CCPOA. The Trustees reserve their rights to fine any Owner should an Owner (or his Tenant) erect any signage illegally or refuses to remove their signage in terms of the signage rules. Any costs (including fines from the CCPOA) related to illegally erected signage will be recovered from the Owner.
- Should an owner sell the property, the MBP BC reserves the right to withhold the levy clearance certificate until such a time as the owner has removed any signage and made good any damage to the signage board and/or building. The right to occupy the current Tenant Signage Board is not transferable and the new Owner must apply separately and cannot be guaranteed of an immediate vacancy.

- Tenant Signage will be limited to the Tenant's Trade Name as documented in the lease agreement. The use of a crest, logo or other established insignia is also permitted. Tenants are encouraged to use logos in combination with their business name. Product, Brand or Trade names will not be allowed, and no telephone numbers, slogans or product branding may be used in the sign, unless approved in writing by the MBP BC.
- Whilst every effort has been made to ensure that all CCPOA requirements are included in this document the Owner must ensure that this application complies in every regard with the CCPOA's signage requirements as set on their website www.centurycity.co.za – click on “a functioning city” go to document downloads and at the bottom of the screen you will find the Century City Signage Guidelines.

- All signage must comply with the City of Cape Town by laws.
- Owners occupying more than 200m² of continuous floor space within the MBP BC will have the opportunity to apply for external building signage. Should no vacant signage space be available, the applicant will be added to a waiting list and the next vacancy will be allocated on a first come, first served basis. Please note, only Occupants operating from MBP will be allowed to apply/use the external building signage. Any Occupant who is no longer occupies a section/premises at MBP must remove and make good as may be required (at their cost) all their signage. Failure to do this will result in the MBP BC removing all the said signage at the Owner's expense.



DEPARTMENT OF RURAL
DEVELOPMENT
AND LAND REFORM

30 AUG 2013

90 PLEIN STREET
CAPE TOWN, 8000

WITH NO BUSINESS FEES: CAPE TOWN

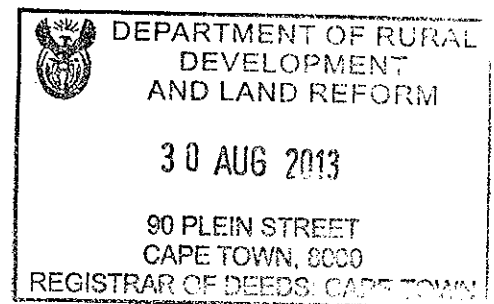
- Should a vacant signage space be available, and no owner or tenant occupying 200m² or more of continuous floor space be in a position to make use of this vacancy, then the Trustees will accept applications from tenants of units smaller than 200m². Priority will be given to larger units then longstanding tenants. Concessions for tenants with less than 200m² will be for a period of 12 months at a time.
- The Trustees reserve the right to determine where the applicant's signage may be erected. The factors affecting where the applicant's signage will be erected will be influenced by the applicants request, availability, the applicant's signage appearance (in relation to surrounding signage), etc.

Owners signature

Date

Tenants signature

Date



Annexure A

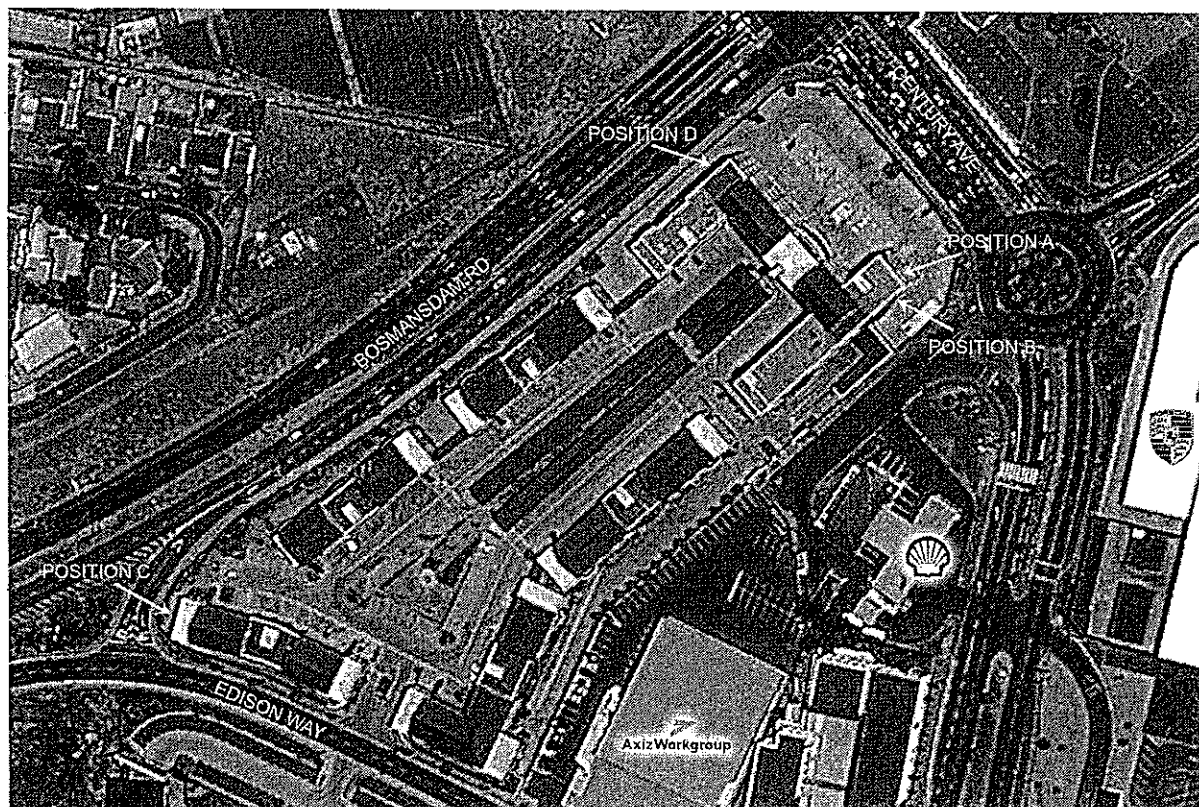


Figure 1 : Top View – Indicating Signage Positions

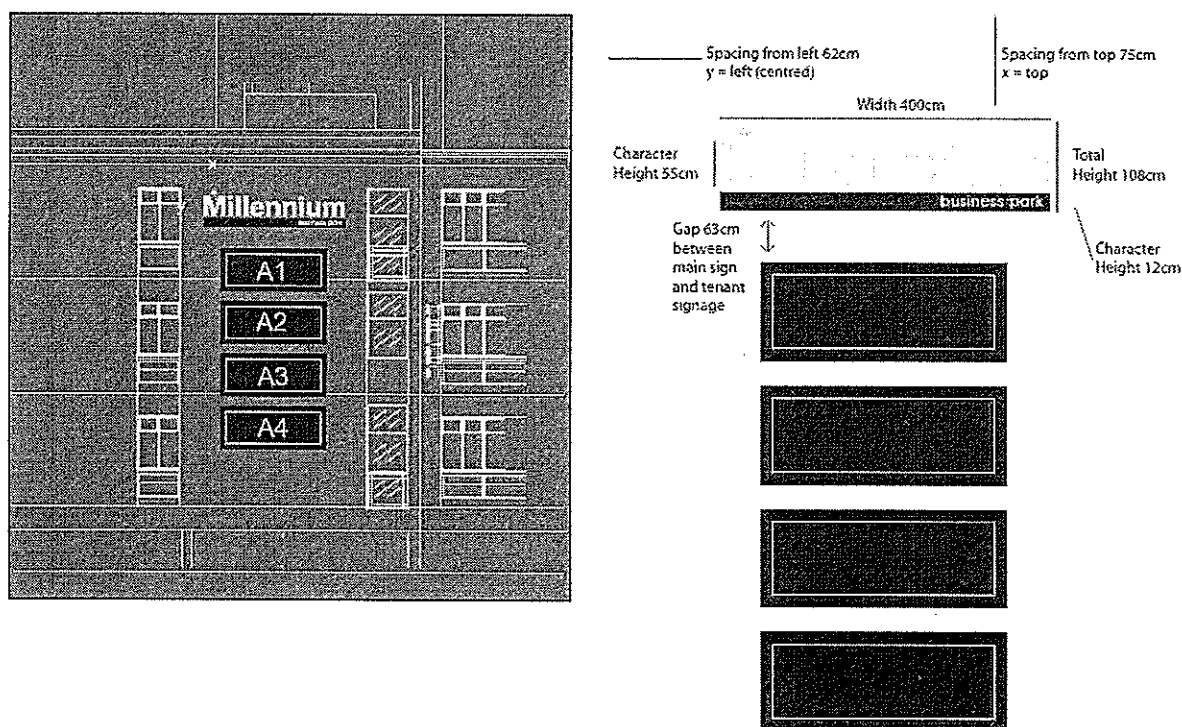


Figure 2 : Elevation of Position A – Indicating layout (Block A – from Century Avenue)



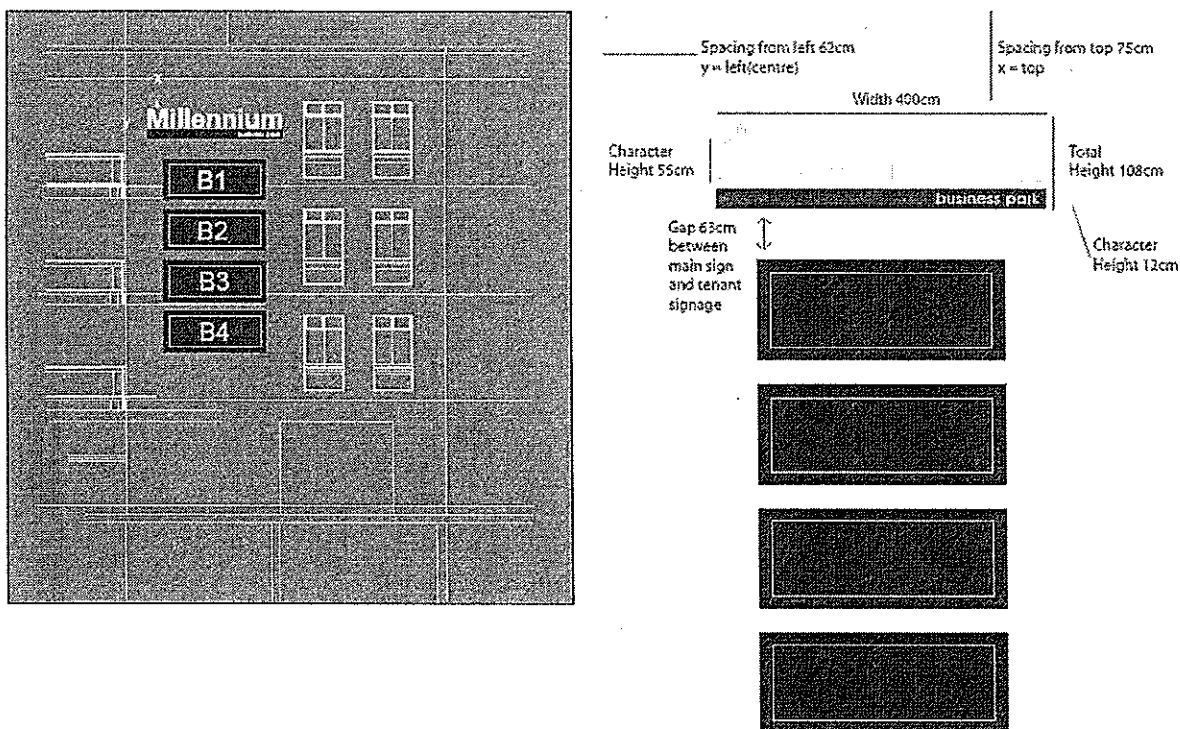


Figure 3 : Elevation of Position B – Indicating Layout
(Block A – from Shell Garage)

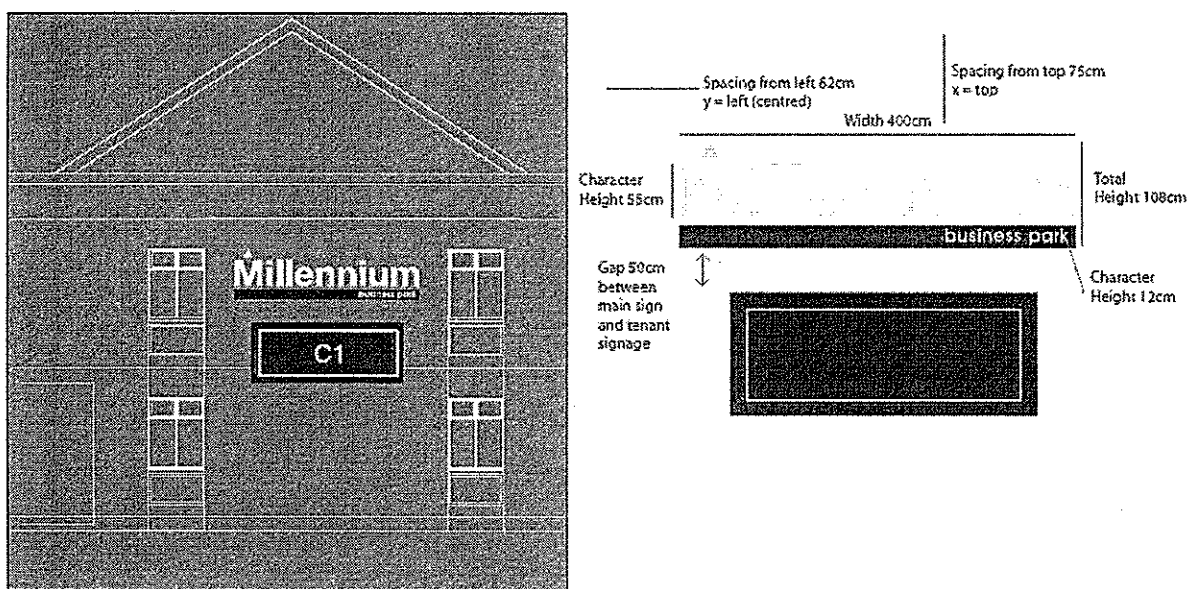
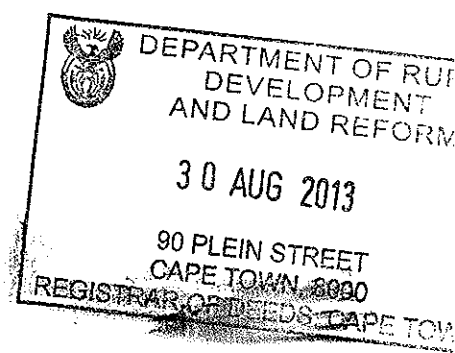


Figure 4 : Elevation of Position C – Indicating Layout
(Block D – from Bosmansdam Rd)



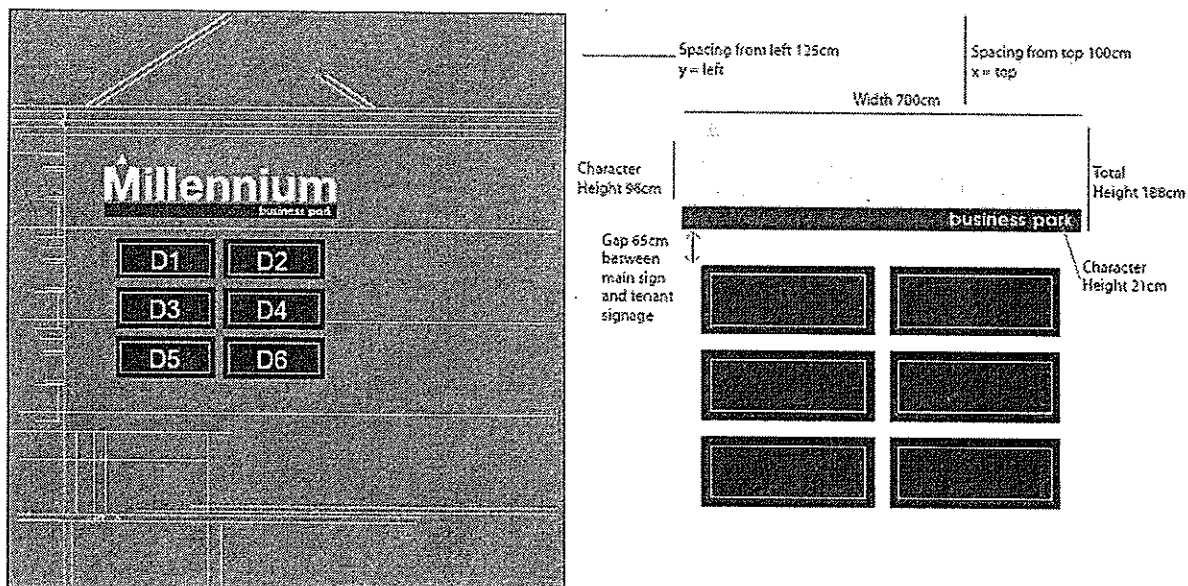


Figure 5 : Elevation of Position D – Indicating Layout
(Block A – from Bosmansdam Rd)

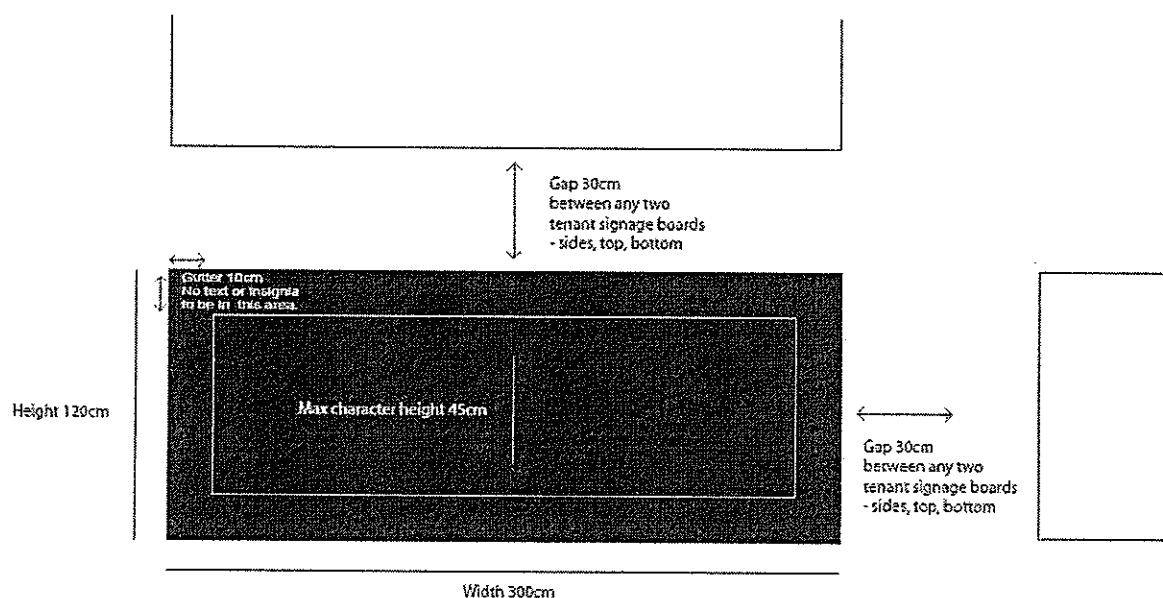
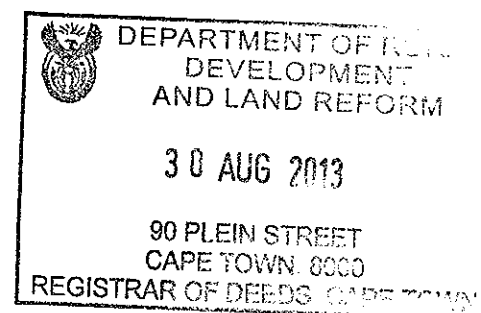


Figure 6 : Tenant Board layout – Indicating Sizes, Dimensions and Layout.



Annexure B - Application for External Signage.**Tenant Details**

Full Company name _____

Unit Number _____

Contact Person _____

Tel (W) _____ Tel(C) _____

Email _____

Area currently occupying (m2) _____

Owner Details (if different)

Full Company name _____

Unit Number _____

Contact Person _____

Tel (W) _____ Tel (C) _____

Email _____

☐ I am applying for a specific signage position: (eg A1)

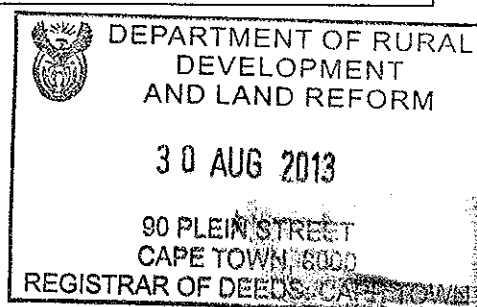
Please indicate chosen position _____

OR

☐ I am applying for the next available position

Please attach to this application:

- a full, signed copy of these signage rules.
- a copy of the logo that you wish to install (.pdf or .jpeg format).
- Proof of payment of the Scrutiny and Installation Fees.

For office use only:☐ Scrutiny fee paid – R 1 063.76☐ Installation fee paid – R4 560.00☐ Member's Levy account in good standing._____
Managing Agent

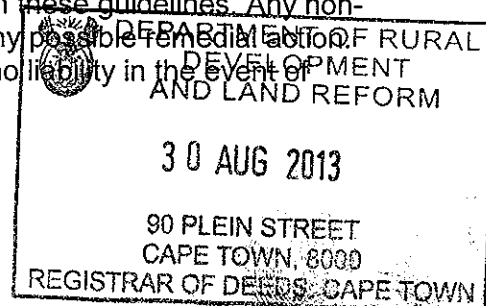
MILLENNIUM BUSINESS PARK BODY CORPORATE

GUIDELINES (3 PAGES IN TOTAL) FOR THE INSTALLATION AND USE OF GENERATORS

1. Prior to any equipment being brought into Millennium Business Park a sketch indicating the proposed location as well as a full specification of the proposed generator must be provided to the Trustees. In addition to the manufactures installation requirements, particular attention must be given to noise and exhaust emission levels which must be included with the application. The generator must be properly vented and be made sound-proof. A soundproof canopy is required to ensure noise compliance.
2. The generator may not be placed in a position where it will interfere with the flow of fresh air into any Section i.e. near windows, doors, air-vents, air-conditioning units, etc.
3. The generator and any associated electrical reticulation must be installed correctly using an appropriately qualified electrician – an Electrical Compliance Certificate must be issued by the electrician on completion of the installation, a copy of which must be forwarded to the Trustees. The Trustees reserve the right to call on the services of their own approved electrical engineer to inspect and report on the installation of the generator. The Owner will be informed of any contraventions and any costs incurred by the Millennium Business Park Body Corporate (MBPBC) will be recovered from the Owner.
4. Large quantities of fuel (petrol or diesel) may not be stored in the Section/on site.
5. The generator should only be used in an emergency and is not to be used unnecessarily. In the case of power interruptions, the generator must be switched off as soon as power is restored.
6. The generator must not negatively affect the appearance of the Section or the common property, drip fuel and/or oil on or otherwise damage the common property in any way.
7. Any permission granted by the Trustees of the MBPBC for the installation of a generator shall be temporary in nature, subject to conditions and capable of being withdrawn when, in the opinion of the Trustees, the need for the generator no longer exists, it is disturbing neighbouring tenants/occupants and/or at the Trustees discretion.
8. Owners of Sections at which generators are to be or have been installed must inform their own insurers as well as the Trustees of the installation. Insurance of the generator will remain the responsibility of the generator's owner. The MBPBC will not be held liable for any damage to or theft of generators installed within the park.

Please Note:

- Should you be an investor at the Property it is then your responsibility as the Owner of your Section to ensure that your Tenant complies with these guidelines. Any non-compliance will result in the MBPBC pursuing you for any possible remediation.
- Should the MBPBC approve this application it accepts no liability in the event of accident, injury or death.



**APPLICATION AND UNDERTAKING FOR THE PROPOSED INSTALLATION OF
A GENERATOR AT MILLENNIUM BUSINESS PARK**

UNIT NO.	
-----------------	--

APPLICANT NAME	
-----------------------	--

PROPOSED GENERATOR SPECIFICATIONS	
WHERE WILL THE PROPOSED GENERATOR BE HOUSED? DETAILED SKETCH TO BE PROVIDED	

SIGNED AT _____ ON THE _____ DAY OF _____ 201__

APPLICANT

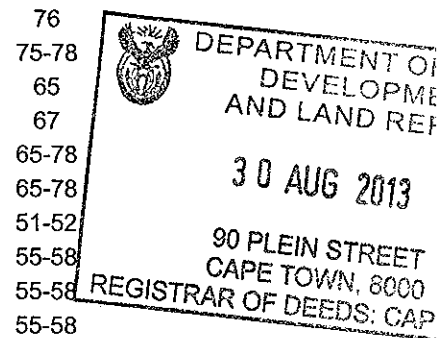
SIGNED AT _____ ON THE _____ DAY OF _____ 201__

TRUSTEE



Millennium Business Park

<u>Parking</u> <u>Bay No</u>	<u>Section</u> <u>Number</u>	<u>Parking</u> <u>Bay No</u>	<u>Section</u> <u>Number</u>	<u>Parking</u> <u>Bay No</u>	<u>Section</u> <u>Number</u>
1	1 to 14	53	53-54	105	26
2	1 to 14	54	53-54	106	25
3	1 to 14	55	79-98	107	46
4	1 to 14	56	79-98	108	32
5	1 to 14	57	79-98	121A	?
6	1 to 14	58	79-98	110	21-22
7	1 to 14	59	79-98	111	37-42
8	1 to 14	60	79-98	112	37-42
9	1 to 14	61	163	113	37-42
10	37-42	62	163	114	37-42
11	37-42	63	163	115	37-42
12	37-42	64	163	116	15
13	21-22	65	163	117	1 to 14
14	55-58	66	163	118	1 to 14
15	46	67	163	119	1 to 14
16	23/24	68	163	120	1 to 14
17	26	69	163	121	1 to 14
18	26	70	163	122	1 to 14
19	28	71	163	123	1 to 14
20	30	72	163	124	1 to 14
21	31	73	99-104	125	1 to 14
22	31	74	99-104	126	1 to 14
23	32	75	99-104	127	37-42
24	33	76	PB DNE	128	37-42
25	35	77	105-107	129	53-54
26	15	78	37-42	130	21-22
27	17	79	110/111	131	32-36
28	19	80	37-42	132	32-36
29	43-44	81	113-114	133	25
30	23/24	82	51/52	134	18
31	47	83	142/143	135	20
32	45	84	155-159	136	44
33	45	85	141	137	16
34	37-42	86	144/145	138	4
35	79-98	87	79-98	139	55-58
36	79-98	88	155-159	140	55-58
37	55-58	89	154	141	76
38	47	90	150-154	142	75-78
39	65-78	91	150-154	143	65
40	65-78	92	150-154	144	67
41	65-78	93	138-140	145	65-78
42	65-78	94	138-140	146	65-78
43	65-78	95	160/161	147	51-52
44	65-78	96	29	148	55-58
45	65-78	97	75	149	55-58
46	65-78	98	43	150	55-58
47	59	99	31	151	55-58
48	60	100	31	152	74
49	62	101	31	153	33
50	64	102	29	154	34
51	79-98	103	28	155	35
52	79-98	104	26	156	36



<u>Parking Bay No</u>	<u>Section Number</u>	<u>Parking Bay No</u>	<u>Section Number</u>	<u>Parking Bay No</u>	<u>Section Number</u>
157	77	211	visitors	265	visitors
158	65	212	visitors	266	127-128
159	16	213	163	267	127-128
160	17	214	163	268	121/122
161	17	215	163-184	269	121/122
162	19	216	163-184	270	117-120
163	20	217	163-184	271	117-120
164	43-44	218	163-184	272	117-120
165	PB DNE	219	163	273	117-120
166	23/24	220	163	274	130
167	23/24	221	163	275	130
168	78	222	163	276	130
169	59	223	163	277	134-135
170	47	224	163	278	134-135
171	47	225	163	279	136
172	50	226	163	280	107
173	51/52	227	163	281	106
174	51/52	228	163	282	106
175	53/54	229	163	283	113-114
176	53/54	230	163	284	visitors
177	53/54	231	163	285	visitors
178	76	232	163	286	visitors
179	66	233	163	287	visitors
180	74	234	160/161	288	visitors
181	1 to 14	235	148	289	99-104
182	1 to 14	236	162	290	99-104
183	1 to 14	237	149	291	99-104
184	74	238	149	292	99-104
185	74	239	155-159	293	110/111
186	1 to 14	240	147	294	109
187	1 to 14	241	147	295	108
188	1 to 14	242	144/145	296	112
189	47	243	142/143	297	110/111
190	45	244	142/143	298	79-98
191	visitors	245	155-159	299	79-98
192	visitors	246	155-159	300	79-98
193	visitors	247	155-159	301	79-98
194	visitors	248	155-159	302	79-98
195	visitors	249	150-154	303	96
196	68	250	138-140	304	79-98
197	70	251	138-140	305	79-98
198	71	252	138-140	306	79-98
199	72	253	137	307	visitors
200	73	254	137	308	visitors
201	68	255	130	309	visitors
202	60	256	129	310	visitors
203	61	257	123-126	311	visitors
204	62	258	123-126	312	visitors
205	63	259	123-126	313	visitors
206	64	260	123-126	314	visitors
207	64	261	visitors	315	visitors
208	visitors	262	visitors	316	79-98
209	visitors	263	visitors	317	79-98
210	visitors	264	visitors	318	79-98



DEPARTMENT OF RURAL
DEVELOPMENT
AND LAND REFORM

30 AUG 2013

90 PLEIN STREET
CAPE TOWN, 8000
REGISTRAR OF DEEDS: CAPE TOWN

<u>Parking Bay No</u>	<u>Section Number</u>	<u>Parking Bay No</u>	<u>Section Number</u>	<u>Parking Bay No</u>	<u>Section Number</u>
319	79-98	373	136	427	163
320	79-98	374	130	428	163
321	visitors	375	130	429	163
322	visitors	376	127-128	430	163
323	visitors	377	123-126	431	163
324	79-98	378	123-126	432	163
325	79-98	379	116	433	108
326	79-98	380	117-120	434	53/54
327	79-98	381	117-120	435	163
328	1 to 14	382	113-114	436	1 to 14
329	74	383	115	437	1 to 14
330	1 to 14	384	130	438	1 to 14
331	1 to 14	385	visitors	439	160/161
332	61	386	visitors	440	46
333	65-78	387	visitors	441	65-78
334	63	388	visitors	442	65-78
335	53/54	389	visitors	443	23/24
336	30	390	visitors	444	47
337	79-98	391	visitors	445	50
338	79-98	392	visitors	446	visitors
339	79-98	393	visitors	447	visitors
340	79-98	394	150-154	448	visitors
341	79-98	395	150-154	449	visitors
342	79-98	396	150-154	450	visitors
343	79-98	397	144/145	451	visitors
344	79-98	398	141	452	163
345	79-98	399	154	453	163
346	129	400	130	454	155-159
347	99-104	401	150-154	455	147
348	99-104	402	visitors	456	146
349	99-104	403	visitors	457	163
350	105	404	visitors	458	141
351	109	405	visitors	459	141
352	110/111	406	visitors	460	154
353	113-114	407	154	461	visitors
354	115	408	148	462	visitors
355	116	409	162	463	visitors
356	130	410	138-140	464	visitors
357	130	411	142-143	465	visitors
358	134-135	412	144/145	466	visitors
359	127-128	413	146	467	visitors
360	134-135	414	141	468	visitors
361	136	415	150-154		
362	121/122	416	150-154		
363	117-120	417	155-159		
364	117	418	155-159		
365	160/161	419	155-159		
366	121/122	420	141		
367	79-98	421	112		
368	136	422	163		
369	123-126	423	163		
370	123-126	424	163		
371	99-104	425	163		
372	99-104	426	163		



COPY

Form V

Sectional Titles Act 95 of 1986

Registrar's number of Sectional Plan SS. 137 / 2007

Registrar of Deeds

NOTIFICATION UNDER SECTION 35(5) OF THE SECTIONAL
TITLES ACT, 1986

We, ANDREW MAZELL and MANUEL ROELO the undersigned
trustees of the body corporate known as MILLENNIUM BUSINESS PARK
No. 23 October 2013 situate at Century City, hereby give notice
that on 23 October 2013 the Body corporate made the following rules (set out in the
Schedule) which have been initialled by the trustees for identification for the control and
management of the buildings:

- (a)** Management Rules (**in substitution of, addition to, withdrawal of or in
amendment of the existing rules).
(b) Conduct Rules (**in substitution of, addition to, withdrawal of or in
amendment of the existing rules).

The rules referred to in paragraph (a) have been adopted by unanimous resolution of
the members of the body corporate.

The rules referred to in paragraph (b) have been adopted by special resolution of the
body corporate.

Address: Edison Way

Century City

Trustee

Trustee

23 AUGUST 2013

Date

Filed at the Office of the Registrar of Deeds at

on

Signed at on

Registrar of deeds: Date:
(Seal of Office)

