Frequently asked questions and answers, Bonnier Fastigheter Bostad

Questions about your contract

What should I consider before moving in?

- Pay the first month's rent
- Sign up for electricity and home insurance
- Notify the Tax Agency (*Skatteverket*) of your move so that you get the correct registered address.

Do I have to be registered at the apartment I have obtained through you?

The apartment should be used as your permanent residence, not as a temporary apartment or sublet without permission. You must therefore be registered at the apartment you have obtained through us. However, there may be exceptions. For example, if you are temporarily studying or working in another location but still have the apartment as your main residence.

Can I have a guarantor if I do not meet the income requirements?

You can apply for an apartment with the help of a guarantor. We will review the information submitted and then decide whether we can approve you as a tenant with the help of your intended guarantor.

How do I receive future rent invoices as e-invoices?

If you want to receive e-invoices, you can sign up for Kivra, as this is where the rent invoice will primarily be sent.

How do I pay my rent invoice by direct debit?

You can do this by filling out the form "autogiromedgivande" sending it to bostad@bonnierfastigheter.se.

Can I sublet my apartment?

For those living in Rissne and Ersta:

If you want to sublet your apartment, you need the consent of your landlord. It is important to remember that as the owner of the property, you are responsible for your home, even during the rental period. This means that you must ensure that the rent is paid and that your tenant behaves appropriately. You must also ensure that your tenant waives their right of possession. Otherwise, you may have difficulty getting your home back after the rental period. It is important to remember that, as the tenant, you are the one who signs the agreement with your tenant and then informs us via bostad@bonnierfastigheter.se.

Applications to sublet are made by filling in the form <u>ansokan-om-andrahandsuthyrning.pdf</u> and sending it to <u>bostad@bonnierfastigheter.se</u> for further processing. Once the sublease has been approved, you must sign a contract with your tenant. We recommend that you use <u>andrahandsuthyrning.pdf</u> for this.

For those who live in Barkarby and Kista:

If you want to sublet your apartment, you need the consent of your landlord. It is important to remember that, as the owner of the property, you are responsible for your home, even during the rental period. This means that you must ensure that the rent is paid and that your tenant behaves appropriately. You must also ensure that your tenant waives their right of possession. Otherwise, you may have difficulty getting your home back after the rental period.

Applications to sublet are made by filling in the information at https://einar-mattsson.andrahand.se/

Can I swap my apartment?

For those living in Barkarby and Kista:

If you want to swap your apartment, you must find another tenant to swap with yourself. You and the person you want to swap with then submit a swap application via <u>Bytesansökan</u>, which is sent to Einar Mattsson for further processing. They will then contact you with their approval or rejection. Please note that you must have lived in your apartment for at least one year and have a valid reason for exchanging your apartment. Read more about what reasons are considered valid at the Swedish Union of Tenants.

For those living in Rissne and Ersta:

If you want to swap your apartment, you must find another tenant to swap with yourself. You then fill in the form apartment <u>lagenhetsbyte.pdf</u>, clearly stating the reason for the swap. You should then contact us at <u>bostad@bonnierfastigheter.se</u> for further processing. The person you are swapping with must also email us with their details and references.

How do I terminate my lease?

For those living in Barkarby and Kista:

If you want to terminate your lease, you must give notice well in advance by sending a signed form to uppsagning@einarmattsson.se. The form can be found at Blanketter hyresärenden | Einar Mattsson. The notice period is stated in your rental agreement and is calculated in full calendar months. The month in which you give notice is therefore not counted. If you move out before the end of the notice period, you will still be required to pay rent for those months.

For those living in Rissne and Södermalm:

If you want to terminate your apartment lease, you must give notice well in advance by sending in a signed copy of the termination form (<u>uppsagningsblankett-bostad.docx</u>) to <u>bostad@bonnierfastigheter.se</u>. The notice period is specified in your lease and is calculated in full calendar months. The month in which you give notice is therefore not counted. If you move out before the notice period has expired, you will still be required to pay rent for those months.

How long is the notice period?

The notice period is stated in your contract but is normally three months.

Where do I leave my keys when I move out?

For those living in Barkarby and Kista:

When you give notice, Einar Mattsson will inform you where and when to hand in your keys and will book a final inspection with you.

For those living in Rissne and Södermalm:

When you give notice, Bonnier Fastigheter will inform you where and when to return your keys and book a final inspection with you.

What should I consider before moving out?

- Give notice on your contract in good time; your notice period is stated in your contract
- Ensure that the apartment is restored and ready for the next tenant
- Clean the apartment
- Hand over the keys

I currently have a short-term lease. Is it possible to extend it?

Send your request by email to <u>bostad@bonnierfastigheter.se</u> so that we can review it.

Questions regarding your apartment or common areas

How do I report a fault?

Faults should be reported to Einar Mattsson's property management company, which manages all our properties.

felanmälan@einarmattsson.se

08-586 263 00

Emergency number:

08-657 77 70

Please note! Emergency callouts for non-urgent faults will be charged to the person who reported the fault. If you caused the fault yourself (e.g., a blocked drain), you will be liable for the cost.

How do I get an extra key for my apartment?

To do this, contact Einar Mattsson at info@einarmattsson.se

What am I allowed to do in the apartment?

You are allowed to make certain changes to the apartment as long as they can be reversed when you move out, otherwise you may be liable for reimbursement. For example, you may put up pictures, shelves, TVs, etc., but you need to remember to use the right tools and materials. If you wish to repaint, we ask that you first consult with the property manager. This is because the work must be carried out in a professional manner and the change must not be too drastic.

If you remove any of the apartment's fixed equipment, such as a cupboard or hat rack in the hall, you must always keep it. When you move out, the apartment must be restored to its original condition, otherwise you may be liable for the cost of restoration.

In bathrooms and shower rooms, you are not allowed to drill holes for shelves, cabinets, or mirrors. Plug holes destroy the moisture barrier and increase the risk of water damage. Instead, use self-adhesive hooks and solutions that are gentle on tiles and walls.

Can I barbecue and/or smoke on the balcony?

It is not permitted to use gas or charcoal barbecues on balconies or patios; only electric barbecues are permitted. Be careful where and how you place your barbecue so that neighbors are not disturbed and there is no fire hazard.

Many people are allergic or asthmatic and suffer severe discomfort from smoke. Therefore, avoid smoking on your balcony or patio.

Can I rent out my apartment through Airbnb?

No, the apartment is intended to be used as your permanent residence and may not be rented out without permission. If you wish to sublet your apartment, you must obtain the consent of your landlord. If you have any questions about subletting, please see the answers above or contact bostad@bonnierfastigheter.se.

What should I do if my drain is blocked?

Try to clear it yourself first. Among other things, you can clean the strainer in the sink, shower, or kitchen. Use a sink cleaner/plunger to try to loosen the blockage. In the kitchen, you can often unscrew the water trap under the sink and clean it. Avoid using chemical drain cleaners as they can damage the pipes and are bad for the environment. If the blockage persists, report the fault to Einar Mattsson at info@einarmattsson.se.

You can take preventive measures by throwing food scraps in the trash, not in the sink. Use a strainer in the sink and shower to collect hair and food particles, and do not flush grease, cotton buds, or other objects down the drain.

Below are several videos to help you clear the drain yourself.

• Blockage in the sink drain: Rensa stopp i diskhon

• Blockage in the bathroom sink: Rensa vattenlås under handfat

• Blockage in the shower: Rensa golvbrunnen i duschen

What should I do if I have pests in my apartment?

If you have problems with pests in your apartment (such as bedbugs and cockroaches), you are obliged to report this under the Tenancy Act. Bonnier Fastigheter has an agreement with Nomor, tel. 077 112 23 00, http://www.nomor.se. They are experts in pests and will help you free of charge. To prevent the spread of pests, please remember never to take furniture or similar items home from the garbage room.

How do I sort my waste?

By sorting correctly, materials can be recycled and turned into new products. You should sort paper packaging, plastic packaging, metal, glass, newspapers, and paper, among other things.

If there are no containers for all your waste, you can take it to the nearest recycling station. You can find more information about what belongs in the different containers on the Stockholm Water and Waste website: <u>Var ska förpackningarna sorteras?</u> | <u>Stockholm Vatten och Avfall</u>

How do I apply for a parking space?

Barkarbystaden and Barkbiten:

Parkando manages the rental of all parking spaces in Barkarbystaden and Barkbiten. If you want to join the queue for a parking space, you can contact them directly via: <u>Parkando - Upptäck ett enklare sätt att parkera</u>

Hestur:

Parkando manages the rental of all parking spaces in Hestur. If you want to join the queue for a parking space, you can contact them directly via: *Parkando*

Dyrvers kulle:

Sverige Parkering manages the rental of all parking spaces in Dyrvers kulle. If you want to join the queue for a parking space, you can contact them directly via: <u>Sverige Parkering AB</u>

Ersta:

We currently have no parking spaces available and therefore refer you to Stockholm City's residential parking: <u>Boendeparkering - Stockholms stad</u>

When should it be quiet in the house?

According to the Tenancy Act, as a tenant you must show extra consideration for your neighbors between 8 p.m. and 8 a.m. every day. A common rule is that after 10 p.m. it should be quiet, every day of the week. If you are planning to have a party on a specific occasion, please notify your neighbors in good time and remember to respect your surroundings.

You should avoid hammering/drilling in the apartment between 8 p.m. and 8 a.m. on weekdays and before 10 a.m. on Saturdays, Sundays, and public holidays.

General questions

How are your apartments allocated?

We allocate our apartments through the housing agency. To see available apartments, please visit <u>Startsida</u> - <u>Bostadsförmedlingen i Stockholm AB</u>

Do you have an internal waiting list?

We currently do not have an internal waiting list; instead, we allocate all apartments through the housing agency. To see available apartments, please visit <u>Startsida - Bostadsförmedlingen i Stockholm AB</u>

What is a short-term contract?

A short-term contract is a rental agreement for housing that is not valid indefinitely, but only for a fixed period of time. It is time-limited and does not give you automatic right of possession. You must move out when the contract period expires, without the landlord having to give any specific reasons, but sometimes the contract can be extended if the need remains, but this is decided on a case-by-case basis.

Questions regarding invoices

How do I get my rental invoice?

If you are connected to Kivra, your rental invoice will primarily be sent there. Otherwise, we offer rental invoices as PDF files sent by email or post.

What is meant by media consumption?

Media consumption includes the actual consumption of, for example, water and electricity. Your rent invoice shows your total consumption and the cost of this.

What is meant by a delay on the rent invoice?

A delay on a rent invoice means a delayed charge for your media consumption, i.e. your consumption of water and electricity. Since it takes time to read the individual meters, you are charged in arrears for previous months.

Who should I contact if I have questions about my rent invoice?

Email your question to $\underline{bostad@bonnierfastigheter.se}$ and we will respond as soon as we can.