

# Operating rules

## Garage Panská, Panská 2, Prague 1

### Abbreviations/names and captions used

APS - automatic parking system OA - passenger car PLT - pallet SVD - Vertical conveyer (car lift) VV - entry-exit area IK - identification card (chip) Elektro IK - identification card for electric cars ČT - IK scanner IVS - information and visualisation system PG - pager - remote control TG - tag (token) User - vehicle driver

### Basic Provisions

Only motorized vehicles of the garage-space lessee can be parked in the garage space. These vehicles must be registered in the records of the building manager or in the reservation system.

By fulfilling this condition, the lessee has the right to use communal spaces. At the same time, he is to abide by the provisions of these operating rules or other possible legal and technical regulations.

Only the lessee of the space or a person authorized by him or persons in his company are allowed to drive into and have access to the building. For the duration of these people's stay in the garage building, the lessee of the space is liable for any possible damage they cause.

Every lessee of a garage space is obliged to obey instructions and orders from the building manager/MR.PARKIT s.r.o. that are in accordance with these operating rules.

In the event of any problems with making a reservation/opening the garage, please contact the agent - MR.PARKIT s.r.o. (Ltd.) (tel: +420 277 277 977). In the event of any technical difficulties or an accident, please contact Central reception of the building.

The Lessee is aware of the fact that the garages are not guarded, which means that the owner nor the operator of the garages is obliged to guard the vehicles parked inside for the Lessee. Regarding the For damages applies § 2947 of the Civil Code.

The owner of a parking space as well as the agent is not in any way liable for damage incurred by persons, animals, or items that are to be found on the garage premises without good reason.

The owner of a parking space as well as the agent is not liable for damage caused as a result of a random event or force majeure (such as armed robbery, the spontaneous combustion of a parked vehicle, weather conditions (snow, ice, etc.) war, a terrorist attack, sabotage, etc.).

MR.PARKIT as well as the parking place owner are not liable for damage to a vehicle or other goods and chattel of the person availing themselves of the parking space, nor is it liable for damage caused by injury in the grounds of the garage/car park.

Neither the MR.PARKIT company nor the owner of the parking place is liable for damage that the client incurs due to being unable to park/drive away in the event of an automatic parking system malfunction.

Upon discovering damage to their own property or that of third parties, everyone is obliged to notify the building manager of this fact without undue delay.

The person availing themselves of the parking space declares that they have taken out liability insurance for damage caused by the operation of the vehicle (third-party insurance) or other insurance that is similar to third-party insurance insofar as it concerns the terms and conditions and insurance coverage.

### Basic parameters and general information about the system

The parking system installed in the building at Na Příkopě 14, Prague 1, is a fully automated parking system intended for OAs weighing up to: 3,1 t; max. length: 5.2 m; max. width: 2.2 m, max. height: 2 m. It is not intended for two-wheeled vehicles.

Parking or driving vehicles in/out of the system is done by the user using a tag (token). There are two basic instructions, namely: 1) the command for parking 2) the command for driving away

The system does everything else without it being possible to make another intervention in individual processes. For the correct and flawless operation of the system, the user must fulfil and respect the terms and conditions outlined below.

### Safety instructions for parking and driving a vehicle in/out of the APS area

Only a user's vehicle that complies with the maximum dimensions and the maximum permitted weight at the time in question

(height: 2 m; width: 2.2 m; length: 5.2 m; maximum weight: 3.1 t.) may park in the APS.

The user is obliged to inform security via the intercom (in-house telephone) of any possible time-consuming unloading of luggage or children's prams/pushcarts from the vehicle and to agree with security on the procedure or possible assistance while driving the vehicle onto the ramp.

It is prohibited to stop a vehicle in a space that is about 1.5 metres long, marked on the ramp with a yellow, horizontal traffic sign.

Users are forbidden to parking a vehicle using LPG or CNG as fuel. Only the driver may be in the VV area.

Before confirming the parking of the user's vehicle, the user (driver) is obliged to check: a. if the vehicle is properly braked (handbrake + the correct gear engaged and the gearstick in "P" in an automatic); b. if the user's vehicle is properly set up on the pallet; c. if devices inside the user's vehicle are switched off with respect to the risk of fire; d. that there is no person and/or animal in the VV area or in the user's vehicle; e. that no strange items, especially luggage, electric-vehicle cabling, etc. are present in the VV area.

Furthermore, the user (driver) is obliged for the entire time that the vehicle is being parked to check that no person or animal has infiltrated into the VV area. In such an event, the parking process is interrupted, the gates open again, and the user (driver) is obliged to check safety procedures once more and begin the parking process anew.

The user and passengers must observe all other safety regulations issued by the building operator with respect to the safety

of people and vehicles moving inside and outside the building.

The user is forbidden to interfere in any manner with the APS equipment other than the way outlined in this document.

It is forbidden to make any sensor adjustments and settings without the consent of the service organization, particularly those who are both directly and indirectly responsible for ensuring the safety of people in and in front of the APS areas.

## Parking vehicles

### Parking a visitor's vehicle without an assigned card or MR. PARKIT client (hereinafter only referred to as "visitor")

The following principles and instructions for APS users apply for a visitor.

The visitor's vehicle drives down the approach road on Panská St. to the façade gates.

Visitors will only have access to the APS if the façade entrance gates are open. Otherwise, (at night-time), they must ask reception using the intercom at the façade gates for the gates to be opened.

The visitor's vehicle drives in front of the roller blind on the drive-in platform.

The user (visitor) asks reception using the intercom (in-house telephone) for access to the APS

Reception checks the identity of the visitor, fills out the text field identifying the visitor,

and activates the visiting-tag (token) dispenser, which issues the user one tag for one-time parking.

The visitor (driver) swipes the tag on the reader and the gates open.

The visitor's vehicle drives along the ramp into the APS area.

The visitor's vehicle drives in front of a free VV area, following the traffic lights (green). Free VV areas are marked with a "free" (green) signal and they are opened in advance. A sign on the info panels lights up, saying "drive onto the pallet."

Passengers must get out in front of the VV area; only the driver may go into the VV area.

In front of the VV area, the visitor pulls down (detaches, folds) the car antenna if it exceeds the maximum permitted dimension of the vehicle. (The same applies for other possible accessories that exceed the permitted features of the vehicle.)

The visitor drives onto the prepared pallet using the mirrors and in accordance with the instructions on the info panel. If the vehicle is in the correct position, then a STOP light will shine on the info panel, the displayed rectangle will flicker in green and a pictogram will flash for activating the parking brakes.

After setting up the vehicle on the pallet in accordance with the instructions on the info panel, the visitor brakes the vehicle using the handbrake, engages the correct gear, switches off the engine, and turns off all devices.

After leaving the vehicle, the visitor swipes (beeps) the tag on the scanner, which is placed on the wall inside the VV area (near the driver's door). This marks the VV area

as "his" and also confirms that the vehicle is correctly set up on the pallet.

The visitor leaves the VV area. In pressing two buttons, he confirms the correct answer to safety questions, and with the tag on the scanner in front of the given VV area, he confirms the fulfilment of the safety instructions, which starts the actual process of parking the vehicle by the APS. In the event that, while the entrance gates to the given VV area are closing, there is a disruption of the optic barriers "open gate," "back section of the vehicle," "height of the vehicle," and there is therefore a risk that a person/animal has infiltrated the confirmed VV area, the gates will open and the user is obliged to repeat the entire process anew, as described in this paragraph.

The visitor and passengers leave the APS area via the steps upstairs to reception. The door to the stairs is opened by swiping the token on the scanner that is on the left-hand side of the door.

### Parking and driving away vehicles for the disabled

Parking and driving away vehicles for the disabled is only possible with the direct assistance of the renter/user – the actual parking and driving is done by the renter/user. The disabled person gets out/into the car before entering the building/after driving out of the building.

### Disrupted intake (parking)

In view of the one-way ramp, it is not possible to disrupt parking. As soon as the vehicle drives down in front of the VV area,

it is not possible to interrupt the parking process. It is always necessary to park the vehicle in accordance with the points mentioned. If the user decides he doesn't want to park, he must execute the standard driving-away process after parking.

## Driving away vehicles

Driving away a visitor's vehicle without an assigned card of MR. PARKIT client (visitor)

The user (visitor) comes to the cancellation machine located in front of the issuing VV area.

If the external façade gates are closed, the user only opens the façade gate by swiping the tag on the scanner beside the entrance doors to reception on Panská St. These gates remain open until the vehicle drives out.

The visitor throws the assigned tag into the cancellation machine. The tag is scanned and it falls into a tray. At the same time, the APS for driving away the visitor's vehicle begins.

After the vehicle is placed in the exit area, the exit gates open and the user gets into the vehicle.

The user leaves the VV area with the vehicle. The exit gates of the VV area close automatically.

## Lost Token

In the event of a lost parking token, the user is liable to pay a fixed penalty fee of 500 CZK / 20 EUR.

Payment is accepted in either CZK or EUR. A formal receipt shall be issued to the user upon settlement of the fee.

## Non-standard situations

In the event of any non-standard situation that renders it impossible to proceed according to the aforementioned instructions, the user must contact an attendant and then proceed according to their instructions.

## Final Provisions

The basic rules for leasing and operating garages are laid out in the operating rules.

The owner of the garage space may unilaterally extend or supplement these operating rules.

Upon a breach of the rules stipulated by these operating rules or generally binding legal regulations, the manager, by agreement with the owner, may temporarily divest the lessee of his authorization to enter the building.

The English version of the Operation Rules of the garage is a translation of the original Czech version. It is only of an informative nature. In the event of any discrepancy between the English and Czech versions, the Czech version takes precedence.

These operating rules take effect as of 6. 1. 2026.