

# Operating rules.

## Garage Rustonka Facility R1

### I. Introduction

1. These Rules of Operation stipulate the rights and obligations of users on the non-public access road/garage, operating procedures, technical maintenance for the garage and security services in the garage.

2. For the purposes of these Rules of Operation, an authorized user ("user") of the garage means an employee of the lessee or a person authorized by the lessee entitled to use the leased parking spot of the lessee (the "lessee") or a third party entering the garage to visit the lessee ("visitor") or a driver registered in the MR. PARKIT reservation system (the "user").

3. By entering the garage, users agree with the conditions in these Rules of Operation, in particular with the user's obligations given herein.

4. Any other persons located in the garage for any reason must also abide by these Rules of Operation.

### II. Operations

5. One underground level of the garage serves exclusively for parking users' passenger cars.

6. Vehicles running on LPG/CNG are permitted to enter and park in spots 124 – 139 and 151 – 161, reserved for their use.

7. Parking spots 62 – 70 are reserved for EKO vehicles.

8. The garage is in operation and security is present 24 hours a day, 365 days a year.

9. Vehicles are prohibited from entering the garage if they:

a) have clear height of over 200 cm

b) are excessively dirty (snow, mud, etc.)

10. Pedestrian access from the Garage to the building is strictly prohibited, with the exception of operating staff performing immediate maintenance near the garage vehicle entrance.

11. Smoking and open flame are strictly prohibited in the garage.

12. Only objects necessary for fire protection and removing oil and gas from the driving areas may be stored in the garage.

### III. Traffic and Technical Provisions

13. Driving at the garage entrance and inside the garage is subject to the posted signage and the traffic rules pursuant to the relevant legal regulations.

14. Maximum speed limit in the garage is 20 km/h.

15. Roads in the garage are one-way only.

16. Driving in reverse is strictly prohibited in the Garage, with the exception of entering and exiting parking spots in a row of parked vehicles or backing out of the loading and unloading area, while adhering to Act No. 293/2013, as amended.

17. Pedestrians may only walk in the garage on the paths between the elevators

and their parked cars or the emergency exit. Pedestrians are prohibited from walking along the roads in the garage, with the exception of building security and managers doing inspections. Pedestrians may not stand in the way of moving vehicles. Drivers may not endanger pedestrians.

### IV. Entering and Exiting the Garage

18. The garage entry and exit is located on Sokolovská street. When entering from the direction of Karlin, cars must pass over the tram line. Entry from the direction of Palmovka is on U Rustonky street. To exit the garage towards Karlin, turn right. To exit towards Palmovka, cross the tram tracks. This space must remain fully accessible and clean at all times. The garage entry and exit is divided by a barrier and concrete island.

19. Vehicle entry and exit is permitted for:

a) drivers holding non-transferable magnetic (HID) cards issued in their name,

b) passengers of drivers holding non-transferable magnetic cards issued in their name,

c) visitors announced in advance or suppliers of the lessees must announce themselves to security using the intercom, and security will verify the visit with the recipients.

d) drivers with reservations in the MR. PARKIT system.

20. The garage gates are closed on business days between 10:00 pm and 6:00 am and for the entire weekend. Drivers must contact security to open the gates.

The gate opens automatically using a device reader or mechanically by security.

21. The interval given for entering and exiting is enough for one vehicle only.

### V. Obligations of Garage Users

22. Garage users have the following obligations in particular:

a) obey the road traffic rules set forth in part III of this document,

b) start the engines only for the purpose of immediate departure from the garage,

c) keep the headlights on low beam while driving in the garage,

d) park only in the reserved spot, i.e. lessees may only park in the spots reserved for that lessee in the lease agreement; visitors may only park in spots designated for visitors by the lessee,

e) lock the doors and close the windows of the parked car,

f) do not leave persons or animals in parked cars,

g) do not store or leave any items, fuel and/or lubricants in the garage,

h) do not perform repairs, adjustments, cleaning, washing or any modifications to or on the vehicle while in the garage,

i) report any diesel or oil leak to the building technical staff or garage control room,

j) keep the garage clean. If a parking spot or garage gets dirty, the person who caused it must report it to the manager or security,

k) leave the garage immediately and evacuate the building if the carbon monoxide siren goes off and the sign lights up,

l) keep accurate and transparent records of HID cards authorizing access to the garage from the other areas of the building and authorizing exit from the garage, including the holders of those cards,

m) abide by the regulations on fire protection, occupational health and safety, and hygiene in the garage,

n) if an accident occurs in the garage, move the vehicles to a parking spot designated by the operator for as long as absolutely necessary,

o) hold liability insurance for any damage caused by use

## VI. Obligations of Garage Users

23. The operator and agent are not liable for damage caused by theft of items that are not part of the vehicle's accessories.

24. The driver is liable for the safety of passengers in the garages.

25. Security is only responsible for monitoring the flow of traffic and safe operations in the garage (using a CCTV system and employees checking while on rounds). By entering the garage, users acknowledge that the Garage is not a guarded Garage or guarded parking lot pursuant to Section 2945 of Act No. 89/2012, the Civil Code, as amended. The operator, manager, security service and agent do not bear or accept any liability for loss or damage caused to vehicles and accessories parked in the garage, nor loss of or damage to items inside vehicles.

26. The parking spot operator and agent have no liability for damage caused to persons, animals and/or things located in the garage without reason, nor for damage caused by injury in the garage.

27. The parking spot operator and agent are not liable for damage caused due to a random event or force majeure (such as armed robbery, spontaneous combustion of a parked vehicle, weather effects (snow, ice...), war, acts of terrorism, sabotage, etc.).

28. Parking users represent that they have motor third party liability insurance or other insurance similar to liability insurance with regard to conditions and coverage.

29. If any actions, omissions or neglect on the part of the User causes any damage to a person or property, the user must pay compensation for the damage in full and indemnify the operator, manager and/or security service, if applicable, even in case of any liability or claims established due to the damage, regardless of whether the situation is covered by insurance.

## VII. Procedure for Unauthorized Parking

30. If the garage user breaches the obligation in Article 22(d), the garage operator is entitled to place a warning on the vehicle by means of the security service. In the event of repeated unauthorized parking, the driver will be charged the monthly parking rate according to the current price list.

## VIII. Extraordinary Circumstances or Emergencies

31. Emergency lighting in the garage and

escape routes. The garage and escape routes have emergency lighting and signage to help users leave the garage safely. The garage manager inspects the emergency lighting and signage periodically.

32. Fire. If a fire breaks out in the garage, follow the Fire Procedure Rules. Fire emergency guidelines, the fire procedure rules and fire evacuation plan are posted in the garage.

33. Carbon monoxide levels. Ventilation in the garage is always running. The garage has carbon monoxide sensors that set off the alarm and control the emergency ventilation system for specific areas of the garage.

34. Security will call the police, ambulance and fire department in case of any extraordinary event (fire, injury, car accident, water leak, high carbon monoxide levels, illness, vehicle break-in or damage, theft, etc.). Security will act as a witness for authorities investigating the case and will also make an Extraordinary Event Report.

## IX. Cleaning in the Garage

35. The garage and surrounding area is cleaned by a machine cleaning service. Cleaning takes place periodically and as needed. The areas cleaned by the service include the staircase.

36. If oil, diesel or other petroleum-based products are found to be leaking from a user's vehicle, the garage manager will discuss the matter with that user and require the user to correct the situation. The garage manager will also arrange for the road surface or parking spot to be cleaned as needed. The costs for the cleaning are borne by the user.

37. Entry road - ramps are maintained with an inert or chemical spray in the winter months.

## X. Final Provisions

38. Parking spot lessees must provably acquaint their employees, visitors and other persons using the garage with their authorization or consent with these Rules of Operation.

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.

Rules of Operation approved for the owner by: