

# RULES OF OPERATION - MR.PARKIT PARKING SYSTEM

Parking area (garage)  
at OREA Place Seno,  
Senovážná 1394/8, 110  
00 Praha 1

Facility owner: Green Environment Engineering s.r.o., registered office Na Pankráci 1062/58, 140 00 Praha 4, Business ID No.: 01455044, Tax ID No.: CZ01455044, registered in the Commercial Register kept by the Municipal Court in Prague, Section C, Entry 206301

Parking Broker in the MR.PARKIT parking system: MR.PARKIT s.r.o., with its registered office at Balbínova 410/28, 120 00 Praha 2 - Vinohrady, Business ID No.: 40762769, Tax ID No.: CZ40762769, registered in the Commercial Register kept by the Municipal Court in Prague, Section C, Entry 3111

## I. Basic Provisions

1. Only motor vehicles of the parking spot lessee, facility operator and parking spot lessees can be parked in the parking lot of the above-stated facilities (hereinafter the "garage(s)" or "parking spot"). These vehicles must be registered in the records of the building manager or in the MR.PARKIT reservation system (hereinafter the "Lessee").
2. The Lessee has the right to use the shared garage facilities provided that the conditions set forth above are met. These Rules of Operation, the Rules of Operation for

the entire facility, and other regulations, especially of a technical and occupational health and safety nature, all apply.

3. Only parking spot lessees may enter the garage by vehicle or by foot, or persons authorized or accompanied by them. The parking spot lessee is liable for any damage caused by such persons while they are in the garage. Motor vehicles cannot be admitted to the garage without a reservation under any circumstances.
4. In case of difficulties with a reservation or trouble opening the garage (etc.), please contact the parking lot operator at +420 277 277 977).

## II. General principles for using the garage

1. In using the automated parking system (hereinafter the "APS") and its service equipment, each lessee (including vehicle drivers) must abide by all provisions of these rules of operation as well as safety, fire and public health regulations, protect shared property, and remove or pay compensation for damage they cause in the facility. Users must use their parking spot only for parking their vehicle or motorcycle in accordance with the final occupancy approval for the building and adhere to the provisions of Act No. 283/2021, as amended (the Building Act).
2. It is prohibited to store and handle fuel, open flame, or flammable, volatile or corrosive substances, leave any moveable property, allow animals to move freely, and drink alcohol, take psychotropic substances, or smoke on the premises.
3. It is also prohibited to make engine adjustments or keep the engine running longer than necessary to enter and exit the APS premises. No vehicle repairs or modifications are permitted in the facility.
4. Every lessee must obey the instructions and

orders of the facility owner / MR.PARKIT s.r.o. (if using the services of the MR.PARKIT parking system) in compliance with these rules of operation.

5. It is not permitted to perform any individual modifications or repairs in the facility or on the parking spot.
6. It is not permitted to perform any other activity not directly related to parking vehicles, in particular distributing flyers, promotional activities, sales, etc.
7. Every lessee must take care to maintain maximum energy efficiency.
8. Washing vehicles in the APS facility is prohibited.
9. Small amounts of minor communal garbage can be placed in designated garbage cans. Other garbage must be stored and disposed of in accordance with valid legislation (the Waste Act and similar) and the conditions set forth in the relevant agreement with the authorized company for hazardous waste disposal at the garage.

## III. Liability for Damage – unguarded (unmonitored) garage

1. The Lessee (driver) acknowledges and agrees that the facility is NOT A GUARDED PARKING LOT, I.E. NEITHER THE FACILITY (PARKING SPOT) OWNER NOR MR.PARKIT s.r.o. UNDERTAKES TO GUARD THE LESSEE'S OR OTHER PERSONS' VEHICLE.
2. All users must report any damage to their own property or that of others to the facility (parking spot) owner and MR.PARKIT (if using the services of the MR.PARKIT parking system) without undue delay.
3. The facility (parking spot) owner and MR.PARKIT have no liability for damage caused to persons, animals and/or things located in the garage (without reason).
4. The facility (parking spot) owner and

MR.PARKIT s.r.o. are not liable for damage incurred due to a random event or force majeure (such as armed robbery, spontaneous combustion of a parked vehicle, weather effects such as snow or ice, war, acts of terrorism, sabotage, etc.).

5. Neither MR.PARKIT s.r.o. nor the facility (parking spot) owner are liable for damage caused to the vehicle or other movable assets of the lessee / parking lot user, nor for damage caused by injuries incurred in the garage.
6. Lessees represent that they have motor third party liability insurance or other insurance similar to liability insurance with regard to conditions and coverage.
7. Lessees must report any unknown persons in the facility without delay to the building (parking spot) owner as well as MR.PARKIT s.r.o. (if using the services of the MR.PARKIT parking system).
8. In the event of breach of the below-stated SAFETY INSTRUCTIONS FOR PARKING VEHICLES IN THE APS FACILITY and INSTRUCTIONS FOR PARKING THE LESSEE'S (driver's) VEHICLE, the Lessee (driver) bears liability for damage caused to their own vehicle, the parking system and other damage.
9. In the event of any non-standard situation that makes it impossible to proceed based on the below-stated SAFETY INSTRUCTIONS FOR PARKING VEHICLES IN THE APS FACILITY and INSTRUCTIONS FOR PARKING THE LESSEE'S VEHICLE, the Lessee (driver) must contact the facility reception desk and follow their instructions.
10. Neither MR.PARKIT nor the facility (parking spot) owner are liable for damage incurred to the Lessee (driver) due to the inability to enter or exit the parking spot in the event of a fault in the automated parking system.

## IV. Safety instructions for parking the

## vehicle in the APS facility

1. Passenger vehicles can be parked in the APS facility up to 1.6 m in height, 5.2 m in length, 2.2 m in width and 3.0 t in weight.
2. Lessees are prohibited from parking vehicles operating on LPG or CNG. Only the driver can enter the entry and exit space.
3. Walking in front of the vehicle is prohibited when the vehicle is entering the parking spot. Walking in front of the vehicle is prohibited when the vehicle is exiting the parking spot.
4. Before confirming the vehicle parking, the Lessee (driver) must check:
  - That the vehicle is properly braked (hand brake + set to neutral or P in an automatic);
  - That the vehicle is correctly placed on the palette;
  - That the appliances inside the vehicle are switched off due to fire risk;
  - That no person and/or animal has remained in the entry and exit space;
  - That no other objects remain in the entry and exit space outside the Lessee's vehicle, especially luggage, vehicle electrical cables, etc.
5. The Lessee (driver) is also required to check while the gate is closing that no person or animal (etc.) has entered the entry and exit space. If this does occur, the parking process will stop, the gate will open again, and the Lessee (driver) must check the safety instructions and begin the parking process again. In the event of emergency the Lessee (driver) must use the red button TOTAL STOP located inside the entry and exit space.
6. The safety instructions also apply for driving the vehicle out of the entry and exit space.
7. The Lessee (driver and passengers) must

adhere to the other safety regulations with regard to the safe movement of individuals and vehicles inside and outside the facility as issued by the facility owner.

8. The Lessee is prohibited from handling the APS facility in any manner other than as set forth in this document.
9. Performing any modifications of sensor settings is prohibited without the consent of the service organization, primarily those directly or indirectly ensuring the safety of individuals in and in front of the APS space.
10. When leaving the parking spot, the Lessee (driver) must wait for the side doors to the entry and exit space to close, if the APS has such doors. Only then can the driver leave the entry and exit space.
11. The gate MUST be properly closed and secured before confirming entry or exit of the vehicle.

## V. Instructions for parking the vehicle by the Lessee (driver)

1. The vehicle approaches the gate on the roadway.
2. If the blue light is on, the APS is in working order and ready to accept a vehicle. If the red light is on, another vehicle is entering or exiting and the Lessee must wait until the previous operation is complete. If no light is shining, the APS is out of order.
3. Placing (beeping) the card on the reader by the entry gate will send the reception desk a request to park. The reception desk can do the same using the pager.
4. The gate opens and the green light switches on.
5. Passengers exit the vehicle in front of the entry and exit space; only the driver can enter the entry and exit space. The driver must also retract the antenna if it exceeds the maximum permitted vehicle dimensions.

6. After getting the vehicle onto the platform based on the instructions on the information panel, the driver must put the brake on and turn off all appliances. The light turns red once the vehicle enters the entry and exit space.
7. The Lessee (driver) must check that no person or thing that could prevent safely parking the vehicle remains in the entry and exit space or the vehicle.
8. The gate must be properly closed and secured.
9. The Lessee (driver) must leave the entry and exit space through the entry gate.
10. The Lessee (driver) must confirm two security questions on the reader in front of the entry and exit space.
11. Scan (beep) the card for the reception desk to confirm that the vehicle has been parked.
12. The gate will begin to close. All sensors in the entry and exit space are still monitored until the gate has completely closed. Disrupting any of them will make the gate open again. In such a case the facility reception desk must confirm the security questions again and the card must be scanned (beeped) again.
13. PLEASE NOTE that no part of the vehicle can exceed the maximum permitted dimensions!
14. PLEASE NOTE that we recommend deactivating automatic door opening, as the APS facility is not able to detect open parts of the vehicle!
 

If the vehicle doors open inside the APS, it may result in damage to the vehicle or APS. Ensuring that the vehicle dimensions do not exceed the platform / permitted height / permitted weight and that the vehicle is duly secured against movement IS ALWAYS THE RESPONSIBILITY OF THE LESSEE (driver) who parked the vehicle in the APS for the entire time the vehicle is parked in the APS!

15. If the Lessee needs to cancel the parking procedure, they proceed in the same manner as if removing the vehicle after parking, only the platform does not park after the operation is confirmed on the reader in front of the entry and exit space. The Lessee must follow the same safety instructions.
16. The Lessee removes the vehicle as follows:
  - The driver scans (beeps) the card to remove the vehicle on the reader.
  - The red light switches on.
  - The system prepares the vehicle for the entry and exit space.
  - The gate opens.
  - The driver enters the entry and exit space.
  - The gate must be properly closed and secured.
  - The driver leaves the entry and exit space with the vehicle.
  - Five seconds after the vehicle leaves the entry and exit space, the gate closes automatically.
  - All sensors in the entry and exit space are monitored while the gate is closing. If any of them are disrupted, the gate will open again and the system will wait for user confirmation like when parking a vehicle.

## VI. Fire protection requirements

1. Smoking and open flame are prohibited throughout the premises.
2. Adding fuel in the APS facility is prohibited.

## VII. Vehicles driving in the garage

1. Always drive on the right side of the road.
2. Vehicles entering have right of way.
3. Drivers must respect traffic signage inside the APS facility.

4. Vehicles on the road have right of way over vehicles exiting the APS facility.
5. Vehicle speed in the facility must not exceed 5 km/h.
6. Roadways in the facility must not be used for parking vehicles or storing materials.
7. For safety reasons, upon every entry/exit to/from the parking lot drivers must wait until the gate closes so no unauthorized persons can enter the facility.

## VIII. Final Provisions

1. The rules of operation lists the basic rules for lease and operation of the garage.
2. The facility (parking spot) owner can modify or add to these rules of operation.
3. In the event of breach of these operating rules or generally binding legal regulations, MR.PARKIT s.r.o. can agree with the facility owner to deny the Lessee (driver) access to the garage temporarily.

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 rules of operation take effect on March 1, 2023.**