



# Self-installed facilities

Changes in and around your home



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# Self-installed facilities

**When it comes to furnishing one's home, everyone has his or her own tastes and ideas aimed at optimising their quality of life. This applies not only to the furnishings and fittings but also to changes in and around the rental unit. As a tenant of Vesteda, you also have the opportunity to do so. We refer to such changes as self-installed facilities. The new Rental Act that came into force on 1 August 2003 has consequences for the manner in which tenants and landlords of properties and deal with each other with regard to self-installed facilities. With this brochure, Vesteda aims to inform you about what this means for you. In this regard, the type of change is important: small changes in your rental unit, large changes in your rental unit and changes to the outside of your rental unit.**

## **1. Small changes in your rental unit**

Small changes are changes which can be reversed, i.e. restore to the original state, without significant costs. Examples of small changes include drilling holes for curtain rails or shelves on the wall, replacing bathroom accessories (toilet seat, toilet paper holder) and installing wallpaper or indoor painting work that does not differ greatly from the types of patterns/colours generally used. You do not need to request permission for small changes. Vesteda has included a condition in the rental agreement to the effect that these changes must be restored to the original state when the rental agreement is terminated. An example would be filling in drilled holes. Small changes are never eligible for compensation.

### **Small changes in your rental unit:**

- no permission necessary;
- before departure, restore to original state;
- not eligible for any compensation.

## 2. Large changes in your rental unit

Large changes are often of a more permanent nature and can be restored to the original state only by incurring significant costs. You must always obtain written permission from Vesteda to make large changes. Examples include a different kitchen, a new bathroom, installing indoor walls, replacing interior doors, installing a floor covering (laminated, tiles etc.) and modifying/enclosing radiators.

### Large changes in your rental unit:

- permission always required;
- agreement regarding restoration to original state;
- possible entitlement to compensation.





### **Transparent agreements benefit you**

In principle, it is therefore possible to implement changes in your rental unit, but agreement must be reached beforehand in this regard. In this way, Vesteda wishes to ensure that the value of its rental property does not decrease or that its rental property does not become more difficult to rent out due to inappropriate changes in the property or installation activities that have been improperly carried out. The law provides that, as a tenant, you may sometimes be entitled to compensation for the self-installed facilities if you leave the property. The size of any compensation is determined only when you leave and also depends upon the increase in the rental fee that can be earned on a regular basis as a result of your renovation/change.

Accordingly, Vesteda wishes to explicitly inform you that compensation is not automatic but depends upon several factors, which only become clear when you move out. Any compensation applies only to the large changes made in your rental unit. In responding to your application for a large change, Vesteda will also indicate how any compensation after termination of your rental agreement will be determined. Implementing a large change in your rental unit without prior permission from Vesteda is therefore not permitted and will void all your rights. In other words, when you move out, you will then have to restore the unit to its original state.



### **3. Changes to the outside of your rental unit**

In principle, changes and additions to the outside of your rental unit are not permitted unless you have received prior written permission from Vesteda. Such changes include installing dormer windows and fencing, building extensions/ annexes, and installing awnings and roll-down shutters.

#### **Changes to the outside of your rental unit:**

- permission always required;
- agreement regarding restoration to original state.



# Application form

**You should therefore always familiarise yourself thoroughly beforehand with the rules and guidelines laid down by Vesteda and, when necessary, request permission in writing before starting. To do so, you should use the appropriate application form, which is available from your Vesteda accommodation office (for the address nearest you, refer to the last part of this brochure) or can be downloaded via the website [www.vesteda.com](http://www.vesteda.com). At your accommodation office, you can also ask for advice on carrying out the necessary work activities in order to avoid any problems when terminating the rental agreement.**



**In evaluating the application, the following conditions will apply as a minimum:**

- Safety must be ensured in relation to strength, fire resistance of the materials, escape routes, ventilation etc.;
- the manner in which the change will be implemented must be made clear beforehand (via construction or installation drawings etc.);
- the work must be carried out professionally and skilfully;
- the new facilities and their use may not cause any nuisance or hindrance to the neighbouring residents;
- the rentability or value of the property may not be negatively affected;
- the structural quality of the property may not be negatively affected;
- no actions may be taken that conflict with the Building Act or rules of the utility companies and other local or general regulations;
- the changes may not pose an obstacle to Vesteda in carrying out maintenance on the property; if this turns out to be the case, you will have to remove the facilities temporarily or permanently at your own cost;
- insurance, tax and liability related aspects must be adequately taken care;
- the accessibility of the rental unit(s) must be ensured;
- the tenant must take care of any necessary permits and/or exemptions;
- all costs related to the intended changes must be paid by the tenant;
- maintenance on self-installed facilities must be paid for by the tenant.





If you intend to move, you may of course take the self-installed facilities with you, unless the facilities are permanently attached to the property. This will generally be the case for large changes, e.g. for a renovated bathroom the components of which cannot be removed without damaging the surroundings and in most cases also for a new kitchen. If you nevertheless decide to take any components along with you, you must inform Vesteda accordingly so that agreement can be reached regarding the state in which the property must be returned. Unless other agreements are entered into, you must leave the rental unit behind in the same state as it was when you moved in.

## Moving plans?



Example: you decide to move and take the self-installed kitchen with you. In that case, you must ensure that, upon your departure, a replacement kitchen is present that is of the same quality as the standard kitchen for such rental units. In such cases, you should also take into account that the finishing work applied to the walls, ceiling and floor must often also be returned to the original state.

If you decide to leave a self-installed facility behind in the unit, Vesteda may provide you with compensation for it. This will be the case if Vesteda is able to request a higher rental fee from the future tenant(s) due to the presence of the facility (e.g. an upgraded kitchen). In that case, we take into account the fact that the facility has been subjected to wear and tear during the period of use by the departing tenant (so-called depreciation). Any increase in rental price resulting from market conditions is not taken into account in determining compensation.

Example: You have lived in the unit for 10 years and you are paying €600 rent per month. You would like to install a different kitchen and request and receive permission from Vesteda. Two years after installing the kitchen, you decide to move. Vesteda determines that a rental fee of €650 can now be requested from a future tenant. The rental units in your complex, for example, are very much sought after, making such a price feasible. In addition, your unit has a practically new kitchen, which makes your unit even more attractive, so that a rental fee of €680 per month can be requested. The €30 extra per month is the basis for the compensation to be paid to you by Vesteda. The amount of the final compensation will be explained to you via a calculation. At any rate, depreciation (wear and tear) and maintenance costs for the kitchen will be deducted from the compensation.







## Dispute resolution / appeals

If you do not agree with our decision regarding the installation of facilities or the compensation provided upon moving, you may submit a written appeal to Vesteda, in which case we will do our best to arrive at a solution. Legally, you are also entitled to bring a dispute before the court.

As we have tried to make clear, Vesteda very much wants to help you, as our client, when it comes to optimising your quality of life in our rental unit. In the case of large changes, changes to the outside of your unit and in case of doubt, always contact your Vesteda accommodation office to discuss the matter and/or request permission before starting any activities. The address information for the nearest Vesteda accommodation office can be found on the following page.

# Adress

## **Vesteda woongalerie Amsterdam**

Purperhoedenvoer 11, 1019 HE Amsterdam  
Telephone: (020) 524 69 00  
woongalerie.amsterdam@vesteda.com

Office Almere:  
Preludeweg 77, 1312 SN Almere

## **Vesteda woongalerie Arnhem**

Rijnkade 33, 6811 HA Arnhem  
Telephone: (026) 355 04 00  
woongalerie.arnhem@vesteda.com

Office Amersfoort:  
Korte Bergstraat 10, 3811 ML Amersfoort

Office Enschede  
Mooienhof 10-77, 7512 EB Enschede

Office Zwolle:  
Monteverdilaan 199, 8031 DM Zwolle

## **Vesteda woongalerie Maastricht**

Avenue Céramique 220, 6221 KX Maastricht  
Telephone: (043) 328 41 40  
woongalerie.maastricht@vesteda.com

## **Vesteda woongalerie Eindhoven**

Vestdijk 76, 5611 CE Eindhoven  
Telephone: (040) 296 93 50  
woongalerie.eindhoven@vesteda.com

Office Breda:  
Nonnenveld 133, 4811 DW Breda

## **Vesteda woongalerie Den Haag**

Alexanderstraat 23, 2514 JM Den Haag  
Telephone: (070) 313 18 00  
woongalerie.denhaag@vesteda.com

Office Rijswijk:  
Harpsingel 2A, 2287 BA Rijswijk

Office Zoetermeer:  
Engelandlaan 270, 2711 DZ Zoetermeer

## **Vesteda woongalerie Rotterdam**

Gedempte Zalmhaven 359, 3011 BT Rotterdam  
Telephone: (010) 404 46 11  
woongalerie.rotterdam@vesteda.com

**[www.vesteda.com](http://www.vesteda.com)**

### **Quality is to let**

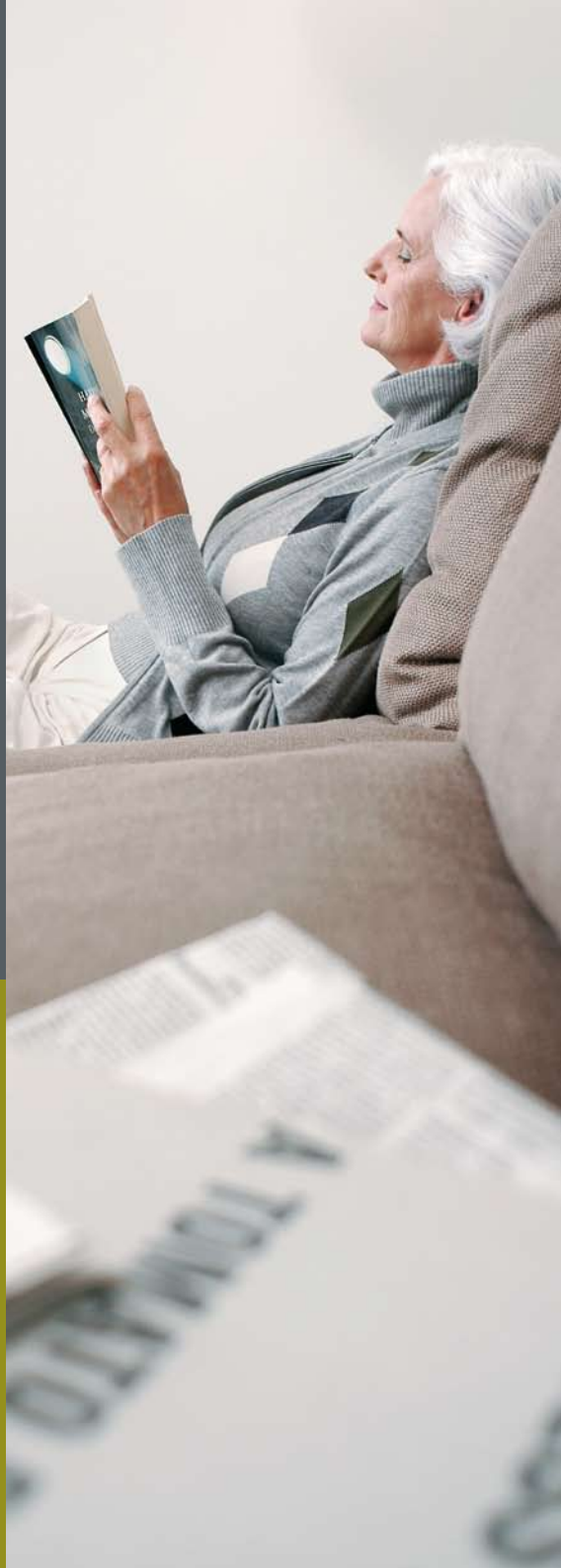
In the vision of Vesteda, a specialist in the development and rental of approximately 30,000 high-quality houses and apartments, the focus should always be on quality. This applies to the building, its surroundings, the interior which must be appropriate to the times, and the services which make living in your home even more pleasant. Renting from Vesteda means comfort, freedom and relaxed living. You can come and go as you please without worrying about maintenance, and as a result of the services provided by Vesteda in most units, you save valuable time to do the things that are really important to you.

### **Technical Service Call Centre**

telephone 0800 – 837 83 32

(i.e. 0800 – VESTEDA)

(for emergency help, also available outside office hours!)





[www.vesteda.com](http://www.vesteda.com)