**Information to residents in housing cooperative Havsljuset 2**

First of all, welcome as a member of the housing cooperative Havsljuset 2, Västra Varvsgatan 9 A, Malmö.

Below you find some information that could be useful for you.

1. **Board** (of the Housing Cooperative)

At the yearly meeting, the representatives for the board are elected. The current names and positions in the board are:

*Members:*

Chairman: Bengt Eriksson floor 3

Secretary: Carina Opasiak floor 3

Treasurer: Ingemar Mårtensson floor 5

*Members:*

Jan Andersson floor 4

Lars Larsson floor 3

*Substitutes*

Sanna Hässlehult floor 1
Lukas Eriksson floor 2

The board has regular meetings, typically every second month. Please see the web site for more information from latest board meeting.

If you have any questions or issues, you want to be handled by the board, please write an e-mail to the secretary or leave a written message in the post box in the entrance.

If you are interested in taking part in the board or other activities related to the housing cooperative, please contact any member of the board.

1. **Community Association** (“Samfällighetsförening”)

The five housing cooperatives (one for each house) have a shared Community Association (in Swedish: Samfällighetsförening) for common facilities, ground and technical equipment.

Responsibilities of the Community Association include:

* Garage
* Ground between the houses
* Heating central
* Engineering room
* Agreement and contacts with the electricity supplier (E ON)
* Waste disposal (recycling rooms)

The board for each housing cooperative (in our case Havsljuset 2) selects a member for the board of the Community Association. The representatives from Havsljuset 2 are:

Regular: Charlotte Dahlström

Substitute: Sanna Hässlehult

1. **Premises on street level**

The premises (the stores) on street level are also members of the housing cooperative.

1. **Finance**

The total dept is approximately 25 million SEK, distributed on three different loans.

The total value of the building is set to 113 million.

1. **Monthly fee**

**5.1 Apartments**

***SBC*** manages the invoices and payments for the monthly fee for your apartment. If you have any question related to the monthly invoice, please contact SBC. You find contact information to SBC on the invoice.

**5.2 Garage**

***SBC*** manages the invoices and payments for the monthly fee for your parking in the garage. If you have any question related to the monthly invoice, please contact SBC. You find contact information to SBC parking on the invoice.

1. **Fault reporting**

Reporting of faults should be done according to separate information.

In short:

* Normal faults and problems should be reported to ***SBC*** either by phone
0771 722 722, weekdays between 07.00 – 21.00 or SBC Homepage. In Emergency contact Security Assistance 040 689 2480.
* Elevator faults should be reported to KONE by phone 0771 – 50 00 00
1. **Keys and door tags**

If you want and extra key or door tag, or you have lost a key or tag, please contact Sanna Hässlehult (see contact information below).

1. **Insurance**

Havsljuset 2 has an insurance at Länsförsäkringar.

Insurance number: 2696497\*11
Phone number to Länsförsäkringar: 040-633 8000

NOTE: Always first report insurance claims to your own insurance company.

1. **Waste sorting and disposal**

On ground floor, we have two so called *kretsloppsrum* (recycling room) for waste sorting and disposal. One room is located in the northeast corner and the other one in the southwest corner. Both *kretsloppsrum* have a door from the garage and from outside as well.

For the convenience for all of us, we kindly ask you to very carefully follow the instructions on the signs on the walls in the *kretsloppsrum*.

Please note in particular:

* Waste that doesn’t fit the categories and related instructions for provided bins, must be transported to a recycling center by your own.
* You may not put any kind if waste on the floor.
* Unfold and flatten paper packages and boxes, so it takes as less volume as possible. In this way we avoid overfull bins and minimize environmental impact due to extra transportations.
1. **Landings**

Due to fire security reasons, it’s not allowed to use the landings for personal belongings. So please remove any bicycles, baby carriages/strollers, furniture etc from the landings.

1. **Your contact information**

We appreciate if you send your e-mail address to Carina Opasiak and Ingemar Mårtensson (see mail address below).

1. **Web site**

You can find more information about Havsljuset 2 on our web-site:

[www.brfhavsljuset2.se](http://www.brfhavsljuset2.se)

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