

INTERNAL REGULATIONS

The purpose of the internal regulations is to establish the rules of cohabitation between the different users in the interest of all.

It applies to all Bluespace customers, their employees and visitors. It supplements the general terms and conditions of sale of the contract for the provision of space.

COMMUNICATION

Let's keep in touch! Notify us of any change of address, phone number or credit card if you have opted for a direct debit.

If you are leaving, please inform us in writing, 15 days in advance (one month for spaces larger than 20m²) to avoid being charged for this period of notice in the contract. On the day of your departure, leave the room open and notify the personnel on site, otherwise the contract with BLUESPACE will not be terminated and will continue.

Pay attention: pay your bills before the due date. This way, you will avoid reminders and late payment penalties as stipulated in the general conditions of your contract.

HOURS AND ACCESS

Reception

Reception is open from 9:30 to 19:00 Monday to Saturday, and is generally closed on holidays.

Parking lots are available for visitors near reception.

The Bluespace team would be happy to answer all your questions, to establish your contracts, to collect royalties and to sell additional products and services you may need.

The Bluespace team does not provide handling.

Access

As a customer, you have a temporary access permit within the context of a provision contract.

Our digicode system allows us to give you access to certain areas outside office hours. This service is free of charge. However, for obvious security reasons, it is not systematic. If you would like to take make use of it, just let the personnel on site know.

You agree to observe the following precautions when using your access code. Unless otherwise indicated, access to the site is during the opening hours of reception. In order to protect your interests and those of other tenants, you agree to handle any situation on site responsibly, including the following:

1. You will enter your access code at each entry and exit of the site and prohibit any access to other vehicles that have not entered their code. To meet this access requirement, you must ensure that the gates close behind you on entry and exit.
2. You will check that the height of your vehicle is less than the maximum height indicated by the road signs on the site and will wait until the doors, gates and barriers have completed their opening cycle before passing through them.
3. You will access your premises or parking lot only by the route indicated to you and you will use the emergency exits only in an emergency; any untimely opening of these doors or any other door marked "emergency exit, door under alarm to be used only in the event of absolute necessity" will result, outside office hours, in the triggering of an alarm and the deployment of the watchman and a security team. This deployment will lead to a bill for the intervention, i.e. €100 tax included.
4. On the site, as at the entrance, you must not let anyone pass with or behind you, whether by a closed door, a digicode or an elevator.
5. You must not block any access door, whether manual or automatic, in the open position, as this will

have the same consequences as the security breaches listed in paragraph 3.

6. During your visit, you agree to respect all the conditions of the internal regulations and in particular: not to smoke and not to leave waste or objects outside the containers provided for this purpose.

7. In the event of force majeure, including a technical problem affecting the security of the site and its tenants, BLUESPACE may block access outside the posted business hours. In this case, an appropriate sign will indicate this measure.

8. You agree not to leave your vehicle parked on the site in your absence (except in the case of renting a parking lot), and BLUESPACE reserves the right to charge €30 tax included per day of non-contractual parking.

OCCUPATION

You will occupy the area described in the contract and can in no way claim ownership of the right of occupancy or any right to maintain the premises, irrespective of its status with regard to the Commercial and Companies Register or the Trade Register.

You are prohibited from establishing a registered office in the premises made available to you and from mentioning these premises in any capacity or for any purpose whatsoever in the Commercial and Companies Register or in the Trade Register, as well as in your correspondence or advertising.

It is prohibited to carry out a commercial or industrial activity on the premises made available to you, or perform hot work, i.e. any activity using open flames or generating heat or sparks that can cause fires or explosions (e.g., welding, cutting, grinding or brazing). No air conditioning system may be installed.

Any residential occupation of the premises is prohibited.

You are solely responsible for ensuring that your premises are properly locked when you are not present, and Bluespace has no obligation to verify that the premises are actually locked. When you terminate the contract, you must remove the lock yourself in order for the contract to be terminated.

You agree to maintain the premises at your disposal in a clean and tidy condition. You will not disturb in any way the peaceful enjoyment of the premises of the site and its proper functioning with respect to other customers, BLUESPACE personnel and residents.

Your goods installed or stored in your premises are under your sole responsibility and at your sole risk. BLUESPACE rejects all liability in the event of controls, searches, seizures, requisitions by judicial or administrative decision.

You will not be able to carry out, in the places placed at your disposal, any change of distribution, no demolition, no drilling of walls, no construction.

You agree that BLUESPACE reserves the right to make any and all repairs, alterations, improvements or new construction to the premises or within the site, irrespective of inconvenience or duration, without compensation. You must therefore permit BLUESPACE's agents and technicians to enter and work on the premises at any time and subject to reasonable notice for such purposes. The said work does not entail any restriction of the base, with the sole exception of those not exceeding 5% of the surface area occupied, made necessary by the performance of the planned work and which entail a proportional reduction of the fee.

You must:

- demonstrate the performance of your obligations whenever requested by BLUESPACE;
- replace any property damaged by you or repair any damage to the part or any other part, site or property of other customers or reimburse BLUESPACE for any amount incurred by BLUESPACE as a result of damage caused by you.

You are required to inform BLUESPACE by any means of the occurrence of any damage in the room, irrespective of its nature or extent.

ACCESS BY BLUESPACE

BLUESPACE may, after having informed the customer in advance by any means, enter the premises in the following cases:

- to verify that the part is not used in breach of its contractual obligations;
- to carry out repairs, maintenance work or necessary modifications on the part.
- BLUESPACE may also, without necessarily notifying the customer, enter the room in the following cases, including if necessary by opening the lock or padlock:
 - in the event of force majeure (in particular endangerment of the site, of BLUESPACE's customers, in the event of a disaster, etc.), no responsibility can be imputed to BLUESPACE for the risks of moving the customer's goods, BLUESPACE having done so for the general interest.
 - in order to verify, in the event of legitimate doubt, that no dangerous goods are stored contrary to the provisions of Article 1 of the General Conditions and the Article on "health and safety measures" of the internal regulations.
 - in the event of a request from the Police, the SDIS, the Gendarmerie, the Customs, or in performance of a court order.
 - in emergency situations that may result in damage to the premises, any other premises, the entire site, or the property of other site occupants.

HEALTH AND SAFETY MEASURES

Not everything can be stored or kept on the Bluespace premises. The list of goods that cannot be brought to the site can be found in the terms and conditions of your contract.

BLUESPACE reserves the right to refuse storage of any goods, objects or liquids it deems inappropriate and to take all necessary measures to remove them from the storage premises if the customer does not comply with this wish.

You must remove all garbage, trash and litter and place it in the containers provided. BLUESPACE reserves the right to charge for this service if the volume of waste is too large (volume indicated on the sites), or if it is left on the site. No waste or garbage may be burned in the storage area.

BLUESPACE must not be liable for any breach of these prohibitions.

Smoking is expressly and formally prohibited inside the site and in the premises.

You agree to read and follow the safety and fire protection rules. It is strictly prohibited to obscure or make difficult the access to fire extinguishers, smoke and fire detection grids, electrical cabinets, smoke detectors or to obstruct the emergency exits of the building.

Parking of vehicles in the building's interior unloading yard is strictly regulated by floor markings and signs. It is limited to the duration of the loading or unloading of the stored goods and property. You are required not to interfere with other customers during the loading or unloading of vehicles.

You must make all arrangements in the event of delivery by a third party to control the delivery or collection. BLUESPACE must in no case be held liable to the third party or the customer.

END OF CONTRACT

You agree to return the storage space in the same clean condition in which you found it. Otherwise, BLUESPACE will charge for a storage service. The return of the deposit will be conditioned by the inspection of the premises by the site manager.

THE USE OF HANDLING EQUIPMENT

For all loading and unloading operations, BLUESPACE can provide you with handling equipment, such as carts, lift tables, hand trucks and pallet trucks.

These devices can be used under your sole responsibility, and if necessary after signing the loan contract corresponding to the equipment used.

You have exclusive liability for the use of the handling equipment provided to you. Thus, BLUESPACE cannot be held liable in this regard, in particular on the basis of Articles 1891 and 1384 paragraph 1 of the Civil Code. BLUESPACE transfers the custody of the equipment to the customer, user of the handling equipment, for the duration of its use by the customer, i.e. from the moment the customer takes possession of the equipment until the moment he returns it.

LIABILITY

In no case, BLUESPACE will not be held liable for any damage caused to the goods or objects stored, nor for any break-ins, destructions or others that could occur in the premises put at its disposal and more generally in the buildings of BLUESPACE and on the site.

The premises covered by this regulation are neither heated nor air-conditioned (with the exception of offices, and only the rooms designated as such benefit from keeping their storage volume frost-free).

The customer remains the sole custodian of the goods stored in accordance with Article 1384 of the Civil Code.