



- “COMET Himalayan Paradise” association will be registered with the following address: NAGRORA , BUNGACHHINA, PITHORAGARH, PIN CODE NO 262542
- Every cottage owner will need to adhere to by-laws without exception.
- The by-laws will be reviewed with all cottage owners in regular interval.

## Structure of the CHP association

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1. Association will be formed with “Ram Datt Bhatt” as head of the association and 4-6 executive team members, with required roles and responsibilities.
2. Each role in association will have specific responsibilities to fulfill.
3. All cottage owners and plot owners will by-default be the member of the association.
4. General body will be formed, comprising of all cottage owners, plot owners and CHP staff.

## Aims / Objectives of the association

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1. To secure possession, to promote & maintain properties of CHP like cottages, security fencing, common open space, electricity, water supply unit, security, drainage system etc.
2. To transparently address the maintenance needs of all cottages in community.
3. To transparently run Homestay on behalf of cottage owners.
4. To maintain the essential services like electricity, water, drainage and such other services as may be required for the common use and welfare of the members.
5. To provide, establish & maintain social, recreational services for the benefit of members.
6. To sort out and deal with any problems that may affect common properties in community.
7. To sort out any conflicts/issues that may arise among the residents.
8. To represent to the governmental authorities regarding any common problems or grievances of the CHP cottage owners as a whole.
9. To develop a sense of brotherhood and understanding among the cottage owners.

10. To ensure that all the members abide by the decision of the Office Bearers and Executive Members, which will be responsible to all aspects of living in the cottages.
11. To maintain peaceful and congenial atmosphere in the CHP premises.

## Funds

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1. Following funds will be collected from each owner (in CHP ESCRO account), for the benefit of CHP community and to keep society in good condition. Thus ensuring the long term success of the community.
  - INR 50K as advance 2 years maintenance charges. This will remain unused and will be deducted from owner's credit only if maintenance is NOT paid by the cottage owner.
  - Corpus fund of INR 50K to be deposited before cottage occupancy. This will be used only for any major enhancement/fix commonly agreed by all community members.
  - If plots are kept open for more than a year, maintenance charges will be applicable per plot. This is to ensure that maintenance load is balanced among all the owners of the association.
2. Returns from the homestay plan.
3. These funds shall be maintained by the Office Bearers and Executive Committee.
4. Office bearers will be paid from the funds of the association.

## Communication/complaints/suggestion

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1. Executive team will ensure that important common communications are made to all general body members.
2. All general body members will be encouraged to share their concerns, complaints or suggestions for the improvement of the society.
3. Regular (monthly/quarterly) online conference call will be setup by executive team to sync with all members on important updates.
4. Executive team will ensure that all complaints/suggestions are openly discussed in these common forums.

# Owner obligation:

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1. After handing over the cottage/plot, every member shall pay to the Association the monthly maintenance charges as decided by the Association. These amounts will be tracked by CHP staff.
2. The rate of monthly maintenance charges can be revised by association after discussion in monthly meeting, taking into account the rising prices and necessity to build up a sufficient expenditure.
3. Non-Utilization of some or all common services and facilities does not provide for a reduction in the maintenance charges.
4. All repairs to electrical, water lines, seepage, doors, windows within the cottage shall be attended to by the cottage owner at his own expenses. Service person will be arranged by CHP association. Material cost will need to be borne by the cottage owner.
5. Every Owner shall notify the Association before arrival and also before leaving the cottage.
6. Blaring music shall not be played after 10.00 p.m nor any noise created which any cost inconvenience other occupants.
7. Garbage shall be deposited in bins and not be throw in common areas.
8. Owner when proceeding to other places on short or long absence must ensure that the taps in the cottage have been shut off before the leaving the premises.
9. The residents shall not abuse or threaten the Maintenance staff like Watchman, gardener and security person at the gate. If they face any problem regarding the common facilities and maintenance, they shall record the same in the suggestions book under their signatures so that the Office Bearers can take necessary corrective actions.
10. Consumption of liquor in any form is not allowed in the common areas of the community.
11. Gambling in any form is not allowed either inside the cottage or anywhere within the community.
12. No resident shall utilize common areas, even temporarily, for any social or family function without prior permission of the CHP management.
13. The Association reserves the right to restrict the entry of any outsiders in view of security considerations.
14. Residents can utilize the service of the Watchman or gardeners their personal purposes, with predefined paid charges for each services.
15. Environmental friendly initiatives will be welcomed, but no commercial activities against the nature will be allowed.

# Roles and Responsibilities of executive members

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**President**

**Vice president**

**General Secretary**

**Admin/treasurer**