

## RESIDENCY GUIDELINES

1. I agree not to consume Alcohol and/or Drugs while residing at this property. If I am taking prescription medications (non-narcotic only) that are prescribed by a doctor, I will provide that information at the time of initial intake and discuss further use with management.

If prescribed prescription medications (non-narcotic only) by a doctor during my stay at this residence, I will contact the house manager immediately to discuss it.

2. I agree to take random screens for drug and alcohol use administered by management upon request.

If the test has a positive reading the resident will be asked to leave the house immediately. If a resident is unable to produce a urine sample within 1 hour of the request of the house manager, the drug screen will be considered positive. If for some reason the test is inconclusive or the manager is uncertain about the results, the resident will be asked to have a drug screen performed at an independent laboratory at the discretion of the manager.

3. I agree not to steal others' property while I am a resident of the house. This includes personal property and food belonging to other residents of the house.
4. I agree not to go into any other residents' rooms. I agree not to give permission for someone to go in your room. In case of an emergency, two people must be present and the house manager must be notified.
5. I agree not to use physical force against anyone in the house while a resident of the house. This includes threatening and/or verbal harassment of other residents or management. I understand that I may be thrown out for such behavior.
6. I agree to pay the client fee on time and in full each week. The due date of the client fee is on Saturday.
7. I agree within the first 30 days to actively seek and obtain employment. The hours of employment must fall in between the curfew for that particular day. This rule can be modified if client will be attending an IOP or volunteering a minimum of 20 hrs a week.
8. I agree to follow the curfew, which is 12AM Sunday through Thursday and 1AM Friday and Saturday.
9. I agree to attend 30 meetings in my first 30 days of residency. After my first 30 days. I agree to attend minimum of five AA and/or NA meetings per week if I have less than one year in recovery and a minimum of four meetings per week if I have over one year in recovery. The house meeting on Thursday at 7:00pm is mandatory.

10. I agree to find an AA or NA sponsor and start step work within the first 30 days. I agree to continue doing step work. I understand that overnight stays away from the house are a privilege and must be cleared with the house manager beforehand. An overnight stay will not be allowed within the first 30 days. Overnight stays are for Friday and Saturday nights only. In order to

qualify for any overnight stay, clients must turn in the signature sheet proving the attendance of 30 meetings in thirty days, have rent paid up to date, be following all guidelines, and have all chores completed.

11. I agree to show financial responsibility if I bring a motor vehicle on the property. I will provide a valid driver's license, registration, and proof of insurance coverage.
12. I agree to keep my room clean and orderly at all times, as well as maintain the cleanliness of the common areas.
13. I agree to do the weekly chore that is outlined by the Chore Coordinator when assigned and to participate in any special projects that are requested by the manager of the house.
14. This residence is smoke-free. There is no smoking or electronic cigarettes allowed inside the house at any time. Smoking in the house may result in immediate dismissal. Smoking and or vaping is allowed outside only. Cigarette butts must be disposed of properly.
15. No overnight guests will be allowed, including family members. Any guests will be limited to the common areas of the house, and must have at least 90 days clean and sober. Clients should bring the presence of questionable guests to the house manager's attention immediately.
16. I will not engage in an intimate relationship with any other client.
17. I agree to retrieve my belongings and personal effects no later than 72 hours after leaving the residence. I understand that if I do not, they will be donated to charity.
18. I agree to inform management if I know that another resident has relapsed. Failure to do so will result in my dismissal.
19. I understand that at any time, my room is subject to search by management, police, and the like.

I have read and fully understand the guidelines for residency, I understand they are subject to change at any given time, as management requires.

I understand and agree to the above terms.

\_\_\_\_\_  
Applicant's Name

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Manager's Name

\_\_\_\_\_  
Manager's Signature

\_\_\_\_\_  
Date