

THE SAENZ HOUSE SOBER LIVING RULES

VIOLATION OF THESE RULES MAY RESULT IN IMMEDIATE TERMINATION OF RESIDENCY

1. BE RESPECTFUL & COURTEOUS AT ALL TIMES

___ 1.1 Residents are expected to be respectful and courteous of the premises, Recovery Housing Staff, neighbors, and other residents at all times. Disrespect, borrowing / lending food, or cigarettes, and drawing attention to the premises is prohibited and may result in immediate termination of residency.

___ 1.2 Residents must be dressed appropriately at all times.

___ 1.3 Bedroom doors are to be closed at all times.

2. NO DRUGS, ALCOHOL, OR ILLEGAL SUBSTANCE

___ 2.1 Possessing of or being under the influence of drugs, alcohol, or illegal substances is prohibited and can result in immediate termination of residency, unless alternative sanction agreements are met.

___ 2.2 Law enforcement will be notified if there is illegal drug use on the premises.

___ 2.3 Some exceptions may be made for specific prescriptions, like antidepressants. Residents must inform Recovery Housing Staff of any and all medications. All medications must be documented by the Recovery Housing Manager at intake.

3. NO VIOLENCE OR SEXUAL CONTACT

___ 3.1 Physical violence, threatening physical violence, abusive behavior/language, or sexual contact toward another resident and/or staff member is result in immediate termination of residence

4. NO FIREARMS, WEAPONS, OR PORNOGRAPHY

___ 4.1 Firearms are prohibited, including replicas, BB guns, and flare guns.

___ 4.2 Weapons are prohibited.

___ 4.3 Pocket Knives / Multi-tools with a blade less than 3" (three inches) are permissible.

___ 4.4 Pornography of any kind is prohibited.

5. NO VISITORS ALLOWED IN THE HOUSE AT ANY TIME

___ 5.1 Allowing entry to unauthorized guest(s)/visitor(s) (without prior consent from Recovery Housing Staff), sharing personal access codes, or loitering in front of the Premises is prohibited and may result in immediate termination of residency. Case Managers / Community resources/Children are allowed with consent from the Manager.

___ 5.2 Residents are not allowed to have visitors who have an outstanding warrant, are on parole, or are otherwise deemed a security threat. Those with a history of drug trafficking, alcohol addiction, or criminal offense are not allowed.

___ 5.3 All visitors are required to be sober and must have a presentable appearance.

___ 5.4 Visiting Hours are 12pm-8pm.

6. NO DAMAGE TO PREMISES OR FURNITURE

___ 6.1 Damaging the Premises. furniture, or abusing/modifying provided utility/services is prohibited.

___ 6.2 Turn off lights, TV's, radios. etc., in rooms and common areas when not in use.

7. HOUSE CLEANLINESS/CHORES PARTICIPATION

____ 7.1 Residents are expected to keep the premises clean, neat, and safe at all times.

____ 7.2 Repeated inability to participate in cleaning/chores is prohibited and may result in immediate termination of residency.

____ 7.3 Personal hygiene is an important issue when many people live in close proximity.

____ 7.4 Frequent bathing and deodorant use are a necessary part of daily living.

____ 7.5 Residents are asked to please pay special attention to their body care.

____ 7.6 Feminine hygiene products are to be disposed of in an appropriate way. NEVER flushed.

____ 7.7 Beds are to be made upon awakening.

____ 7.8 Food is not to be taken and eaten in rooms

____ 7.9 No food or dishes will be left out

____ 7.10 Sleeping in common areas is prohibited

____ 7.11 All kitchen utensils, dishes will be cleaned and returned to their respective places immediately after use.

____ 7.12 Kitchen Appliances will be cleaned immediately after use.

____ 7.13 Countertops, stove, tables and microwave will be cleaned after each use.

____ 7.14 Clothes are not to be left unattended in washer and dryer.

____ 7.15 The dryer lint screen will be cleaned after each use.

____ 7.16 Clothes are to be washed frequently and properly put away.

____ 7.17 Garbage cans in rooms, bathrooms, and common area are to be empty frequently and not be allowed to overflow.

____ 7.18 Personal are not to be left in common areas.

____ 7.19 Residents will complete their assigned chores daily.

____ 7.20 Owner, manager, or any other staff may inspect the premises randomly for cleanliness and to ensure the health and safety of residents and staff.

____ 7.21

8. PERSONAL PROPERTY

- 8.1 Excessive personal property and effects on the premises is prohibited.
- 8.2 No personal appliances are allowed without prior approval.
- 8.3 Candles are not allowed.
- 8.4 Portable space heaters are not allowed.
- 8.5 Residents are not permitted into any refrigerator / cupboard or bedroom space other than their own without permission from the resident occupying that space.
- 8.6 They must be accompanied by the permitting resident.
- 8.7 Residents accept full responsibility for any personal property and effects.
- 8.8 Program Manager and / or agents are not responsible for the loss, damage, and / or theft of any resident's personal property and effects.

- 8.9 All linens including towels, bed sheets, blankets, wash cloths, hand towels etc. are property of the house. NOT the residents.

9. MOVE OUT

- 9.1 Residents are responsible for clearing out all personal property and effects.
- 9.2 Residents are responsible for thoroughly cleaning the bedroom area including under and behind the furniture, walls, door, dresser, window and closet.
- 9.3 Thoroughly clean out your assigned areas in the refrigerator / freezer.
- 9.4 Thoroughly clean out your assigned areas in the pantry spaces.
- 9.5 You are responsible for completing your assigned chore before moving from the house.
- 9.6 Any personal property and effects abandoned after your departure will be stored for 30 days.
- 9.7 Resident will be assessed a \$100 fee to clean and pack-up/ store personal property and effects.
- 9.8 Stored personal property must be picked up within 30 days or it will be donated.

10. RESPECT QUIET HOURS

- 10.1 Quiet hours are 10pm – 8am local time.
- 10.2 Residents doing anything to disturb other residents during quiet hours is prohibited.
- 10.3 House Curfew is 10pm local time.
- 10.4 Curfew may be determined by your specific probation/parole terms.

11. SURVEILLANCE

___ 11.1 Expect the resident advisor to be at the house any time.

___ 11.2 24-hour audio / video surveillance of premises is active.

___ 11.3 DO NOT TOUCH OR ALTER EQUIPMENT IN ANY WAY

12. PROGRESSING FORWARD IN LIFE

___ 12.1 Residents are expected to proactively take steps to progress in their lives.

___ 12.2 Residents are expected to attend sober support meetings.

___ 12.3 Not progressing forward in life is prohibited.

___ 12.4 Residents are expected to ensure an active source of adequate income or actively seeking employment.

13. PROHIBITED SUBSTANCE POLICY Philosophy:

___ 13.1 We are a prohibited substance free residence.

___ 13.2 Program Manager has an obligation and a strong commitment to provide a drug and alcohol-free environment to residents in order to promote high standards in resident health. This means residents are expected to be free from any and all prohibited substances / intoxicants / drugs and / or alcohol whether legal or illegal. Use of prohibited substances will not be tolerated.

___ 13.3 The purpose of this policy is to protect the physical and psychological well-being of all residents. This policy is a critical step in establishing and maintaining a safe and sober living environment and will be applied in conjunction with all established policies, procedures and programs.

___ 13.4 Program Manager will vigorously pursue the enforcement of this policy and will make efforts to protect the privacy of its residents. It is the intent of this policy to encourage and support resident recovery from prohibited substance abuse.

___ 13.5 Consistent with the spirit and intent of this commitment, we have established this policy on Prohibited Substance use.

____ 13.6 Our mission is to establish and maintain an environment that is completely free from the effects of Prohibited Substance use by residents. Prohibited Substance abuse is a threat to us all. It threatens your safety and security. If you yourself are a Prohibited Substance abuser. it threatens your right to a healthy, productive, and rewarding life.

14. DEFINITIONS

Program Manager – The owner / manager of the property.

Prohibited Substance – All intoxicants, including but not limited to Schedule 1,2,3,4, and 5 drugs, alcohol, and aerosols.

Alcohol - The intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols including methyl and isopropyl alcohol.

Alcohol Concentration: The alcohol in a volume of breath expressed in terms of grams of alcohol per 210 liters of breath as indicated by an evidential breath test.

By signing below, you acknowledge and agree to the terms in this document. Rules may be updated as necessary any changes will be fully communicated.

Printed Name: _____ Signature: _____ Date: _____