

Christian Grace Supportive Living

Rules & Terms

PURPOSE

The purpose of these rules and procedures is to help the resident retain or regain structure, accountability and responsibility. Residents agree to perform chores such as making their bed, keeping their room clean and keeping the common areas around the house clean at all times. The resident also agrees not to use drugs or alcohol. Resident agrees to report any use, possession or under the influence behavior by another resident to the Director or Owner or house manager immediately.

These rules are intended to be followed by all residents while residing at any **Christian Grace LLC home**, in order to maintain a safe, clean, sober environment conducive to recovery and non-criminal activity, while providing a safe and encouraging place to begin to thrive!

Many situations not listed in this guide require a common sense approach, and if necessary may need to be brought to the attention of the house at regular meetings or if necessary to the attention of the Director or Owner. **House meetings are held on a regular basis for the wellbeing of the house.**

DEFINITIONS

1. Resident(s): Any person living at any Christian Grace House
2. *Director or / Owner: David Forman for Christian Grace, LLC
3. Rental Property: The physical house and grounds at any Christian Grace Recovery Home.
4. House: The collective, democratic body of the residents.
5. Guest: Any person(s) visiting any Christian Grace properties.

THE HOUSE

The house shall be run on a democratic basis, with all residents being equal in status. The house shall maintain all authority, application and the enforcement of the rules and procedures of the house. Any decisions made by the house will require a majority vote. However, the Director or Owner has the authority to overrule a decision made by the house that is against the common good or welfare of the house and/or property.

The house shall determine a chore schedule for house chores and post in common area on white board.

RESIDENTS

All residents must obtain a job within 30 days, unless other arrangements are made with the Director or Owner. This is a working house. Each resident shall honestly do whatever and as much as it takes to maintain their sobriety/clean time. Residents must regularly attend 12 step or other recovery meetings; have a home group and a sponsor while residing in the house.

Incarceration Re-Entry Residents must be in compliance with Probation and Parole; and all requirements of the referring organization. Owner or Director must be informed within 24 hours of Parole or Probation issues. VOP is grounds for expulsion from house, unless a limited time extension determined by the director or owner is made within 48 hours. Resident is still responsible for full payment while bed is held.

Respect your housemates and keep noise down to a minimum at all times

Residents shall do their utmost to keep the house, grounds, furniture, and equipment neat, clean, and free from clutter. **Beds are to be made and all clothes hung up or put in drawers. All dishes are to be washed and put away after you use them. No sleeping in the common areas of the house. These are daily chores for all**

Fees (aka rent) are due **WEEKLY** on Friday and must be paid by 12 Noon on Saturday morning (not Sunday), or a late fee of \$10 will be due on Monday. It must be in an envelope with your name, date and amount and given to the designated person or left in designated area. **RENT MUST BE PAID ON TIME without exception. This is your primary responsibility and expense. If you are unable to make rent on Fridays because of a work payment schedule, you must make arrangements with Director or Owner BEFORE it's due! Meeting sheets where required are to be included with the weekly rent.**

There is a curfew in effect of **10PM** during the week and **11pm** on weekends with the exception of working late or NA/AA meetings or functions. All residents are required to maintain respect at all times for their fellow residents and neighbors and quietly enter the property.

For the first 30 days there are no overnight privileges. After 30 days, any resident who shall be staying overnight outside the house (weekends only) shall let the house know where they may be reached and the duration of their expected stay.

This is a MUST. All chores must be done and rent paid before spending the night out of the house. Anyone with less than **90** days clean must wait **90** days or in special circumstances may ask the Director or Owner for the privilege of spending the night out of the house.

Resident must have permission from the Director or Owner in order to bring any vehicle on the property. Any vehicles on the property must be in running condition and completely legal under the laws of the State of Delaware. This includes valid tags, registration, and insurance. The resident owning/driving the vehicle must possess a valid driver's license.

No resident shall misuse prescription drugs. A list of all prescription names and dosage must be given to Director of Christian Grace LLC, also **any changes in prescriptions must be told to Director the at the time of the change. Abuse of prescription medications, including over the counter medications, will not be tolerated.** Please put any medications in a lock box. You must give paperwork to Director or Owner if visiting Hospital/Clinic

Disruptive, violent, offensive actions towards others, or addiction behavior will not be tolerated. Director or Owner will not hesitate to call local law enforcement if they feel it necessary for the safety of the residents and security the house.

Resident's bedrooms, personal property, vehicles, food, etc., are off limits to all other residents, unless permission has been granted by that resident owning said property **NO Guests are permitted on Property at any time unless permission is granted by the Director or Owner.**

Guests must be approved by house and Director or Owner ahead of time and may visit at an approved time on weekends only, in common areas of the house only and only if another roommate is present in the house. No members of the opposite sex shall be allowed in the house or hanging out on the property at any time, expect as approved by Director or Owner in common outdoor area. Guests shall be accompanied by a resident at all times. All guests shall be required to abide by all the house rules. Each resident is responsible for any house guest that is allowed by the Director, Owner to be on the property. No guest shall be permitted to enter the property that is in possession of, or under the influence of drugs and/or alcohol.

No minors, people known to be in active addiction or prostitutes shall be allowed to enter the property. No prostitution is permitted inside, or outside the house.

Children and family members of residents are always welcome to visit on weekends only, with approval of the Director or Owner and the house. All children must be accompanied by a parent or guardian at all times while on the property. Residents are responsible for their children's behavior. Visits should be limited. The peace and serenity of housemates should not be disturbed during your child's visits.

Overnight privileges are for Women's **resident's children only** in the Apartment on weekends only; **only if explicit permission is given by the Director or Owner and the house.**

No pets shall be kept on the premises. Baby-sitting or pet sitting is NOT permitted on property.

APPLICATION FOR RESIDENCY

Anyone interested in applying for residency shall fill out an application to be considered for residency. If a vacancy exists, an interview with the Director or Owner and another senior resident shall be held to investigate the applicant and see if the person qualifies for residency. Depending on the case an interview may be setup to meet with the house. Applicants can reapply after six months if not accepted.

Intervention

If the house sees that a resident is not keeping up with their recovery program, and / or is demonstrating a high risk of unhealthy, inappropriate or offensive behaviors, the house reserves the right to place mandatory recovery requirements on that resident in the best interests of the welfare of both the house and resident by means of a written contract. This is the only case where a contract may be drawn up. The house with the help of the Director or Owner will decide the terms and duration of the contract.

THIS IS A RECOVERY HOUSE NOT A RELAPSE HOUSE.

Violations of the house rules shall be dealt with on a case-by-case basis. A house meeting will be held and a decision will be made as to how it will be dealt with.

If anyone wishes to resign their residency, they shall do so in writing to the Director or Owner, with 30 days' notice of their intended departure.

The house must notify the Director or Owner in the event the resident is missing from the house for 24 hours without notifying the house of their whereabouts. An attempt will be made to reach the resident by whatever means necessary by phone, family, friends and job. If tenant cannot be located the house, then has the right to pack up any belongings left behind by resident.

Belongings may be held for a period of 24 hours after trying to reach resident or family member; after which time belongings may be placed in storage; and after 5 days disposed of unless a positive location and contact is made, and other arrangements are agreed to by owner or director. If resident is on probation, probation will be notified.

Residents may not bring furniture or large personal items. Clothing and toiletries must fit within the storage capacity of each room - Approximately two large suitcases. You may bring up to ten books with the understanding that they will join our library available to all residents.

Unemployed residents are required to leave the property to actively search for employment by 9AM and may not return until 3PM every day until employment has been verified, summer hours are 7 AM to 2 PM; or be enrolled in a school with a minimum of 9 credits.

Residents must refrain from borrowing or lending between residents, this includes cigarettes and items as well as money. Christian Grace will not mediate any disputes that may result from lending and borrowing, and both parties regardless of circumstance will be expelled - Do NOT place yourself in the position of being kind by lending, we don't see it that way, and you will be expelled from the program and lose your room.

Food is not be stored in the bedroom. Locks are not permitted on Bedroom doors.
Owner or Director has an absolute right to enter anytime.

The resident shall be evicted immediately for any reasons listed below. **There will be no contracts given. The resident can also be expelled by the Owner or Director without any meeting with the house for any of the reasons below and must leave the house immediately.**

1. Use of illegal drugs, controlled substances, and/or alcohol or abuse of prescription medicine or over the counter medications.
2. Possession of illegal drugs, controlled substances, and/or alcohol
3. Sharing, trading or selling illegal or prescription drugs
4. Knowingly and willingly allowing a guest in possession of, or under the influence of, drugs, controlled substances, or alcohol to enter the property
5. Fighting, hostile physical contact, or threats thereof
6. Theft or attempted theft
7. Refusal to take drug or alcohol test
8. Willful destruction of another resident's property or the rental property.
9. For any other good cause, as may be shown, example* Noncompliance of ANY of the house rules.
10. Anyone arrested for any reason in any jurisdiction while residing in the house including VOP
11. Refusal to do household chores.
12. Gambling for money or items of any kind.

Any resident recommended for expulsion by the house shall be provided an opportunity to be heard before a meeting with the Director or Owner and senior residents. Upon finding that said resident should be expelled, said resident shall immediately vacate and remove all their belongings from the property. Any belongings left in the house will be disposed of, unless arrangements are made with the Director or Owner.

Any money paid will be forfeited if a resident is dismissed from house for alcohol/drug use, dismissed from house for repeated house violations, or early termination of agreement.

AGREEMENT TO ABIDE BY ALL RULES STATED HEREIN:

Agreed to by resident PRINT NAME _____ **X**

Signature of Resident _____

Christian Grace, LLC

Christian Grace Supportive Living Terms - 2022

TERMS SPECIFIC TO YOU AS RESIDENT AS OF SIGNATURE DATE:

1. **ENTRY FEE:** An Entry Fee of \$150 will be due prior to moving into the home. **This Fee is Non-refundable** and does not cover any damages done to the property.
2. **UTILITIES:** High Speed Internet is included in fees. **A portion of electric bills is assessed at 1/10th for each resident of the main house, and is due with rent within two weeks of notice of the amount. (This is capped at \$50 max); and 1/2 electric for residents in the Garage apartment, and 1/6th of the electric on Race Street.**
3. **FEES:** RESIDENT agrees to pay in advance \$ 150 or \$175 per week on Friday of each week. This Agreement shall commence upon signature of resident and continue until for 90 days a time, between assessments, payable weekly until either party shall terminate this
4. Agreement. **CONFIDENTIALITY:** **Your terms and fees may differ from others. You agree not to discuss your weekly fees with anyone other than David Forman. You may discuss other terms of this agreement with any resident, only where doing so involves suspected or observed breaking any of the common rules.**
This agreement may be terminated for any reason by Christian Grace, LLC; upon the recommendation of Director or Owner David Forman. Resident agrees to give at least 30 days notice. There are NO REFUNDS for advance payments of any kind,
5. **PARKING: Resident is responsible for oil leaks and other vehicle discharges and may be charged a fee** for cleaning if deemed necessary by OWNER. Only one vehicle per resident allowed in parking area. Vehicle must be tagged and in running condition. Said space shall not be used for washing, painting or repair of vehicles.
6. **NOISE:** RESIDENT agrees not to cause or allow any guest to cause noise or activity on the premises, which might disturb the peace and quiet of another RESIDENT and/or neighbor. Said noise and/or activity shall be a breach of this Agreement.
7. **DESTRUCTION OF PREMISES:** If the premises become totally, or partially destroyed during the term of this Agreement so that RESIDENT'S use is seriously impaired, OWNER or RESIDENT may terminate this Agreement immediately.
8. **ALTERATIONS:** RESIDENT shall not paint, wallpaper, alter, redecorate, move furniture, change or install locks, install antenna or other equipment, screws, fastening devices, large nails, or adhesive materials, place signs, displays, or other exhibits, on or in any portion of the premises without the written consent of the OWNER
9. **PROPERTY MAINTENANCE:** RESIDENT shall deposit all garbage and waste in a clean and sanitary manner into the proper receptacles and shall cooperate in keeping the garbage area neat and clean. RESIDENT shall be responsible for keeping the kitchen and bathroom drains free of things that may tend to cause clogging of the drains. RESIDENT agrees to notify house manager of any leaks, broken fixtures or appliances immediately. If the house manager is not available, you are to call the owner immediately. .
10. **HOUSE RULES:** RESIDENT shall comply with all house rules as stated on separate addendum, but which are deemed part of this rental Agreement, and a violation of any of the house rules is considered a breach of this Agreement.

11. **CHANGE OF TERMS:** The terms and conditions of this Agreement are subject to future change by OWNER at any time during Agreement period upon notification to residents.
12. **TERMINATION:** This agreement may be terminated for any reason by **Christian Grace, LLC; upon the recommendation of David Forman.** Resident agrees to give at least 30 days notice. There are NO REFUNDS for advance payments of any kind,
13. **INSURANCE and LIABILITIES:** RESIDENT acknowledges that OWNERS' insurance does not cover personal property damage caused by fire, theft, rain, war, acts of God, acts of others, **and/or any other causes, not shall OWNER be held liable for such losses.**
14. **RIGHT OF ENTRY AND INSPECTION: DIRECTOR OR OWNER MAY ENTER ANY ROOM ON THE PROPERTY, AT ANY TIME FOR ANY REASON – This includes bedrooms for inspection or search. NO LOCKS SHALL BE PLACED ON DOORS!**
15. **PETS:** No animal, fowl, fish, and/or pet of any kind shall be kept on or about the premises, for any amount of time.
16. **INVENTORY:** The premises contain the following items that the RESIDENTS may use: Furniture, linens, kitchen utensils, towels etc. RESIDENTS must provide their own food, laundry detergent, cleaning supplies, toilet paper and personal items.
17. **KEYS AND ADDENDUMS:** RESIDENT acknowledges receipt of **House Rules and TERMS (two documents)**
18. **EARLY TERMINATION/EXPULSION:** If RESIDENT terminates this Agreement before the expiration date for any reason, or is dismissed or expelled from the house per the house rules, RESIDENT shall forfeit any Fees or rent paid to the OWNER.
19. **PERSONAL PROPERTY:** In the event you are evicted from the house or leave the house without giving notice to the DIRECTOR OR OWNER, you MUST take ALL of your belongings with you upon leaving. Any property left behind will be disposed of after a period of 5 days of vacating the property unless arrangements are made with the owner.
20. **ENTIRE AGREEMENT:** This Agreement constitutes the entire Agreement between RESIDENT and **Christian Grace, LLC and owner David Forman.** No oral arrangements have been entered into, and all modifications or notices shall be in writing to be valid.
21. **RECEIPT OF AGREEMENT:** The undersigned RESIDENT has read and understands this Agreement and hereby acknowledges receipt of a copy of this SOBER LIVING and COMMUNITY RE-ENTRY Agreement

22. RESIDENT'S Signature: _____

Date: _____

OWNERS or Agent's Signature _____

Date: _____

All agreements and rules are subject to change at any time.

Please print and sign this two page document