



SANCTUARY HOMES
your home for spiritual growth

Rules & Regulations

Each Resident of Sanctuary Homes (the "**Facilities**") is subject to these and any new rules as may be established by the Owner of Facilities from time to time. The Owner is Sanctuary Homes Inc. These Rules and Regulations have been drafted to provide guidelines and protection to the Residents. A resident is any person who meets the required guidelines and is accepted into one of our facilities. The Owner can review the Rules at any time to assure that they meet the requirements of the Owner and the operation of the Facilities. The Rules and Regulations are not intended to place impossible restrictions on Residents, but they do include certain guidelines which must be observed for everyone's benefit and quiet enjoyment. Each Resident is responsible for compliance with the Rules and Regulations by their guests, visitors and other invitees. You should read the document carefully. **Please initial each page, at the bottom right corner, as you review this document.**

1. Requirements for Initial Residency must meet at least one of the following criteria:

- A. (1) Must be a U.S. military veteran in good standing, (*Honorable discharge? No current issues?*)
(2) Must have completed an approved recovery program (please have documentation and contacts,
(3) Felon's who meet all the requirements set by their probation officer and pass a background check.
- B. Applicants for residency must undergo a background check to determine suitability for the Facilities. The Owner may reject any applicant for any reason, in its sole and absolute discretion.

2. Requirements for Continued Residency.

- A. Residents must be employed or going to school with a full time equivalent of no less than 35 hours per week (this means a course load of 12 to 15 credits.)
- B. Residents must attend at least one (1) support group meeting per week, and provide evidence of attendance if required by Owner.
- C. Residents must attend weekly house meetings, unless excused by Owner's staff. Unexcused absences will result in the following:
 - (1) 1st unexcused absence = \$5.00 fine
 - (2) 2nd unexcused absence = \$10.00 fine
 - (3) 3rd unexcused absence = termination Resident of Agreement and removal from the Facility.
- E. Rooms are to be kept clean and neat with Owner conducting random inspections.
- F. Resident is responsible to clean up after themselves in the common areas and perform their house job daily.

3. Limitation on Use of Room and Facilities. The following rules shall apply to all Residents:

- A. Use of any non-prescription mood altering chemicals is grounds for immediate termination. Random drug testing may be administered by the Owner's staff. Failure to comply is immediate grounds for termination of residence.
- B. No appliances are allowed in the resident's room.
- C. Residents may not smoke in the rooms or any portion of the Facility. We will provide space outside for individuals to smoke. Smoking in the rooms or any portion of the Facility will result in the following:
 - (1) 1st violation = written warning
 - (2) 2nd violation = \$10.00 fine
 - (3) 3rd violation = termination of Resident Agreement and removal from the Facility.
- D. Residents shall not penetrate any wall surface with any nails, screws or the like. Any wall-hangings shall utilize tape only.
- E. All furniture used by Residents must be approved by Owner.
- F. Residents shall not damage or interfere with the operation of the structural or mechanical elements.

Rules & Regulations

- G. The Facilities shall not be used for any purpose other than those for which they are designed. Any damage resulting from misuse shall be borne by the Resident.
- H. No Resident shall use or permit to be brought into the rooms or any portion of the Facilities, any explosives or articles deemed hazardous to person or property.
- I. Firearms or fireworks are strictly prohibited in the rooms or any portion of the Facilities. The term "firearms" includes "B-B" guns, pellet guns, and other firearms of all types, regardless of size.
- J. Each Resident shall comply with all applicable laws, ordinances and regulations, and shall defend, indemnify, and hold the Owner harmless from all fines, penalties and costs for any violation thereof.
- K. No Resident may make any alteration to the room or any portion of the Facilities without the prior written consent of the Owner.
- L. Storage areas shall be used only for the storage of personal property. Each resident will have an allotted amount of storage. In no event shall any storage areas be used for the storage of any hazardous materials or any other noxious, toxic, or odorous substance.
- M. No noxious or offensive activities, including but not limited to, repair or maintenance of automobiles or other motorized vehicles, shall be conducted on any portion of the Facilities. Nothing shall be done on or within any portion of the Facilities that may be or may become an annoyance or nuisance to the other residents of the Facilities, or that in any way interferes with the quiet enjoyment of any Resident or occupant. No odorous matters shall be emitted upon or about the Facilities in such quantity as to be readily detectable outside the physical boundaries of the space within which the odor was generated.
- N. No person shall produce, or allow to be produced; noise or vibration at such levels as will be offensive to other residents or neighbors.
- O. Nothing shall be done on or within any portion of the Facilities that may be or may become an annoyance or nuisance to the other residents of the Facilities, or that in any way interferes with the quiet enjoyment of any resident, occupant or neighbors.
4. Animals. No animals, livestock, reptiles, insects, poultry or other animals of any kind shall be kept in any room or any portion of the Facilities.
5. Vehicles. Residents can have one vehicle. It must have a current title, license and insurance. It must also be operational. Resident must adhere to all parking regulations and laws.
6. Limitation of Liability. If a Resident violates any of the above rules and regulations, or engages in any other activity that provides potential liability to the Facility, Sanctuary Homes or its employees, then, Resident agrees to defend, indemnify, and hold the Facility, its employees, its owner and all relations to Sanctuary Homes harmless from all association with any consequences related to activities performed by Resident.
7. Owner Authority. The Owner reserves the right to amend, alter, grant waivers or cancel any of these Rules and Regulations and to make such other Rules and Regulations, from time to time as necessary for the safety, care and cleanliness of the rooms and the Facilities, and for securing the comfort and convenience of all Residents.

Rules & Regulations

Resident Name: _____

Emergency Contact: 1: _____ 2: _____

Address: _____

Phone #: _____ Relationship: _____

Employer: _____

Address: _____

Phone #: _____

Car Make: _____ Year/Color: _____ License #: _____

I have thoroughly read and agree to abide by the above statements, conditions, and clauses of this agreement.

Resident Signature

Date

House Manager

Date