

# New Horizons Living Center, Inc.

## House Rules & Agreement

1. I, \_\_\_\_\_ understand that New Horizon Living Center was created for women and men who are recovering from an addiction with drugs and/or alcohol.
2. There is a monthly program fee of \$650.00 per month in advance. A late fee of \$25.00 will be charged after 24 hrs for late payments and documented in writing. After 72 hrs you will be told to remove yourself and belongings from the premises.
3. A total of \$2250.00 is required before your scheduled move in date. This is \$650.00 for first month, \$650.00 for last month, program security deposit and \$300.00 for sobriety deposit.
- 4a. Indigent applicants can requests financial assistance from New Horizons Living Center, Inc.
4. This agreement is a six-month agreement, renewable at the end of six months. This agreement is totally negated upon breach of any of the rules. I understand that I have no rights or appeals and must move from this house within 24 hours if requested to do so by management. If I leave before the required six months for ANY reason I will forfeit my security deposit and last months rent. All residents must notify the house owner in writing at least thirty (30) days prior to vacating the house.
5. There are absolutely NO DRUGS and/or ALCOHOL allowed on this property anywhere. This applies to residents and guests.
6. All residents are subject to random drug tests.
7. Any resident that is found under the influence, fails a drug test or refuses to submit to a drug test will be required to take their belongings and leave immediately. This will forfeit their sobriety deposit. All belongings must be removed within 24 hours or the house manager will dispose of them and your security deposit will be forfeited as well.
8. All residents must attend at least five 12-step meetings a week.
9. All residents must obtain a sponsor.
10. All residents must attend one house meeting a week to be determined by the house manager and listed on the board.
11. All residents who are going to be gone from the house must sign out on the resident sign out sheet and list their destination (log must be completely filled out)

12. Curfew is 11pm on weekdays and 12pm on weekends. Guests must leave three (3) hours before curfew and must obey the house rules.
13. Stealing, threatening, fighting or any violent act will not be tolerated for any reason regardless of the circumstance.
14. All guests must be signed in by a residents on the Guest Log. Guests are allowed in common areas only.
15. No smoking is allowed anywhere in the building, if smoking outside you must properly dispose of all cigarette butts.
16. All residents must complete their chores as designated by the house manager.
17. All residents must clean up after themselves including pots, pans, plates, silverware, and appliances when finished using the kitchen. This includes washing, drying and put items back in there proper place.
18. No personal items are allowed in the common areas.
19. No sleeping allowed anywhere other then the assigned room.
20. Rooms are to be kept neat at all times. The house manager will make weekly as well as random inspections.
21. No pets are allowed in the building.
22. All issues discussed in the house at any time MUST remain in the house.
23. Residents shall be respectful and supportive of one another. Everyone will cooperate in the democratic running and management of the household and in the performance of daily household chores.
24. There is no tolerance for loud or discourteous behavior towards anyone on the premises. The house manager if necessary will mediate disagreements.
25. No residents are allowed to borrow money from any other residents and/or the house manager or owner.
26. A \$5.00 weekly fee is required for acquiring common items for house cleaning, etc.
27. To ensure your participation the following minimal fees will be charged and collected for non-performance of rules:
  - \$5.00 for no call/no shows to a weekly meeting.
  - \$5.00 for not cleaning up after yourself.
  - \$5.00 for not doing your assigned weekly assignments.
28. The house manager shall have the right to enter the room at any time for the purpose of examining the same or making such repairs or alterations as may be deemed necessary for the safety and preservation thereof.

29. All residents must be employed. If unemployed residents are required to actively look for employment and complete a form weekly until employment is obtained.
30. Any and all medical conditions must be brought to the attention of the house owner and manager upon entering the house.
31. All residents are responsible for the safety and administration of any medication they may have.
32. No sexual relations between any residents in the house.
33. After 30 days of residency and upon approval by William Crandall one (1) overnight pass may be granted. After that, an overnight pass may be granted every two weeks. Passes may be saved and used together. Only 2 nights in a row away from the house will be allowed, unless there is a special circumstance that is warranted. A request for an overnight pass must be completed and the destination of the overnight stay must be approved. The overnight pass request form must be completed and the destination of the overnight stay must be approved at least 48 hours prior to date.
34. All residents operating a motor vehicle must personally have ownership and show evidence of valid registration, insurance and license.
35. Any residents who have any issues with any other resident or house manager may complete a Complaint/ Grievance Form and submit it to either the house manager or house owner. It will then be addressed.
36. In the case of an emergency, call 911 first then notify the house manager.
37. I understand that the house rules may change without notice based on the safety and needs of the house and residents; I also understand that failure to follow the rules may result in loss of residence in this house.
38. Eating any food items containing poppy seeds is prohibited. It will cause the opiate portion of the drug test to be positive, therefore failing the drug test. Any resident who fails a drug test for any reason will be asked to leave the house immediately.
39. Upon leaving the house your room must be cleaned and put back together the way it was when you moved in. Failure to do so will result in a \$100 fee.

I understand that New Horizon Living Center is a Sober Recovering House. It is for women and men coming out of programs that are looking for a structured, organized, supportive life.

The undersigned agrees that if any default were made in the performance of any other agreement herein contained, the house owners may re-enter

and take possession of the room as provided by the laws of the State of Connecticut upon termination of this agreement, the resident will be liable for any payments due, or any damages suffered by the house owners by reason of the resident's failure to comply with their obligations pursuant to this agreement.

In order to secure faithful performance of the obligations pursuant to this agreement, the house owners shall have a statutory lien on the personal property of the resident in accordance with Connecticut General Statutes 49-68. Should you leave or relapse you will have twenty-four (24) hours to remove your personal belongings or the owners may dispose of them.

This agreement begins on \_\_\_\_\_ and ends on \_\_\_\_\_.

Print Name \_\_\_\_\_ Date \_\_\_\_\_

Sign Name \_\_\_\_\_

Management Signature \_\_\_\_\_

Witness Signature \_\_\_\_\_

Witnesses Printed Name \_\_\_\_\_

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*For Office Use Only:*

Date Moved In:

Deposit Amount Received:

Co-signer Agreement Attached?

Notes: