

House Rules and Policies



Cause for IMMEDIATE DISCHARGE (Zero Tolerance)

- Being under the influence of alcohol or drugs
- Possession of alcohol or illicit or mind-altering drugs (controlled substances)
- Possession of weapons
- Failure to submit a Urine Analysis ('U/A') or Breathalyzer Test

Significant, material infractions which could very likely LEAD TO DISCHARGE

- Threats (either verbal or physical)
- Acts of violence, fighting
- Property destruction
- Unaccountable or discrepancies in times off premises
- Lying, either on the application, or otherwise
- Theft
- Failure to comply with material rules and/or staff directions

Residents may be asked to leave if the House management believes that continued residency is not in the best interest of the individual or the other residents

Fees

- Three weeks fees paid in advance of occupancy
- \$135 per week paid in advance each Monday during first six months of residence
- \$150 per week paid in advance each Monday after six months of residence
- \$165 per week paid in advance each Monday after 12 months of residence
- Inability to pay rent may lead to discharge
- All fees paid are forfeited if a resident is terminated for violations of the House Rules and Policies.

12 Step Meeting Attendance

Residents are required to attend a 12-Step meeting (AA or NA) at least four times per week. House members with less than 30 days residency, or other residents, may be required to have a meeting attendance slip signed by a member of the group at each meeting.

12 Step Sponsor

Residents must obtain a 12 Step program sponsor as soon as practical. Residents must provide the name and phone number of their sponsor to the Group Manager ('GM'). At the discretion of Mike's Place ('MP'), MP may contact sponsors to determine the resident's commitment to recovery.

House Meetings/Monday Dinner

All house members are required to attend periodic House Meetings. Attendance at Monday night dinners is required. Residents should arrange that employment and other activities do not interfere with the dinner.

House Curfews

Residents are to be in the house by 11 pm Sunday thru Thursday, and in by 1 am on Friday and Saturday. These curfew times may be extended with the prior approval and at the discretion of the GM conditioned on employment, rent being current, and being in good standing. Residents must seek curfew extension approval by 7 PM the night it is desired.

Signing OUT and IN

All residents are required to sign-out when leaving the premises, and sign-in upon return. Residents must be specific about where they are going when signing out and provide an estimated time of return (ETR). If a resident will return later than 30 minutes past the ETR, they must contact or text the GM.

Overnight Passes

Residents must have completed 30 days of residency, be employed full time, and be in good standing before requesting, in writing on a form provided, an overnight pass. All overnight pass requests must be submitted to the GM 48 hours in advance of the pass. . Third party verification of overnight destination may be required. No more than 2 overnight passes in a 30 day period will be granted, and passes for 2 consecutive nights will not be granted.

Employment

Within four weeks of residency, residents are required to be employed or work in a voluntary capacity for at least 35 hours per week (full time employment).

Day labor agencies and inconsistent jobs of less than 35 hours per week do not qualify as full time employment. There are certain types of employment that are not allowed, and residents should speak with the GM regarding employment opportunities that might bring commitment to recovery into question.

During periods that employment is not readily available, residents are required to volunteer their time at an approved nonprofit, community-based organization.

Automobiles

A resident must have a valid Maryland driver's license and provide a four week rent prepayment before obtaining an automobile (in addition to the other rent obligations).

Chores

Residents will be assigned indoor and outdoor chores. These are mandatory. A \$10 fine will be assessed each day to any resident who does not satisfactorily perform his chore duty.

Cleanliness/Use of House

An assigned bedroom can be changed or re-assigned at any time, and the GM or a Director can enter any bedrooms at any time. Residents' rooms and their areas must be kept neat, with beds made at all times. Doors must remain unlocked at all times. As a common courtesy, residents should knock before entering rooms with closed doors. Dresser tops organized, rugs vacuumed, floors swept, clothes hung properly, trash emptied. All rooms are subject to inspections at any given time, and any room that does not pass inspection may cause all residents in that room to have earned privileges revoked. No food is

allowed upstairs. To keep the carpets clean, shoes should be removed before entering the bedrooms. Failure to comply with the bedroom rules could result in a daily \$10 fine and loss of privileges.

The kitchen area is to be kept clean at all times - no glasses, dishes, cutlery, or cooking utensils are to be left in the sink at any time, and all trash should be disposed of in a timely manner. Residents are to clean up after themselves any time they use the kitchen area. All cooking done by residents requires immediate clean-up. Failure to comply could result in a \$10 fine and loss of privileges.

Common areas are to be kept clean, neat and orderly. Personal items should be kept in the resident's rooms or in designated areas. Residents are expected to keep the volume of music, television, and video games at moderate levels. The living room and the office are intended as quiet spaces (reading, working steps, and the like). No personal items are to be left in the bathrooms or laundry area, and residents are required to clean these areas after use. Respect for others is the cornerstone principle related to common areas.

Any directive made by GM is not merely a suggestion; it is an order that needs to be adhered to within the time frame specified without argument.

Food

Fees paid do not include food and beverages, and residents will be responsible for purchasing and preparing their own food. From time to time, MP at its discretion will provide food and pantry items. In addition, MP will provide laundry detergent, cleaning supplies and the like.

Designated Smoking/Vaping Areas

Smoking and vaping is not allowed in any part of the house. All smoking and vaping is to be done in the back of the house, and all cigarette butts are to be discarded in butt cans.

Visitors

There are absolutely no visitors allowed on premises (indoors and outdoors) without prior approval from the GM. All visitors are to leave the property by 10 pm with no exceptions. No visitors are allowed on the second level of the house.

U/A, Breathalyzer Test

Residents may be requested to submit to a drug/alcohol test at any time, with or without cause. All positive test results will result in termination of residency.

Honor Code

Residents who become aware of a major rule infraction, including but not limited to the consumption or possession of alcohol or drugs by another resident, has an obligation to notify the GM immediately.

Medications

Residents are required to disclose any and all medications, either prescribed or over-the-counter and, at the GM's discretion, meds may be inventoried. All prescribed medications MUST be non-narcotic. A positive result on a drug test will result in termination of residency regardless of the source of that result, including prescribed medications. For the safety of the other house members and to insure medications are safe, it may be determined that they need to be kept under lock and provided to the resident on an as-needed basis.

Good Neighbor Policy

It is imperative that MP is a good neighbor. Residents are required to be courteous, helpful and friendly to their neighbors. The outside of the house needs to be well maintained and kept orderly. Residents must be respectful of where they park vehicles. Congregating in the front of the house is not allowed, nor is loud music, profane language and unruly behavior. Residents are expected to dress appropriately.

Summary

To insure a healthy, positive, and drug and alcohol free recovery environment, each resident needs to take responsibility and use common sense when it comes to either doing or not doing something that may affect the community. Each current and future resident should be able to live in a safe and clean environment which enhances the potential of a successful transition into independent living.

Resident Acknowledgement

I have read and understand Mike’s Place House Rules and Policies. I understand that these Rules and Policies may change from time to time at the discretion of Mike’s Place. I further understand that my residency with Mike’s Place is temporary and transitional. I acknowledge that, as a resident at Mike’s Place, I am a licensee and not a tenant, and that I have no tenancy rights or interests. As such, I agree that I can be discharged from the premises immediately should it be determined by the Group Manager or a Director (at their sole discretion) to be in the best interest of the house and/or other house members. Should I refuse to leave the premises immediately upon discharge, I acknowledge that I will be considered to be a trespasser and that the local police department will be called to escort me off the property. If the house on Spring Avenue being used for MP is sold or if the lease for the house is terminated, any residency rights are automatically terminated. I grant the right to MP to use photographs, video or other media of me (including my name) to post on social media, their website, marketing material, or for any other lawful purpose. I grant MP the right to speak to other persons or organizations to help my recovery. I release MP from any and all liabilities associated with my residence at MP.

Residents Name	Signature	Date

Name of Witness	Signature	Date