

Sees-The-Day, Inc.

House Rules

The following *House Rules* are to be observed by all Sees-The-Day Residents. Violation of these rules will result in fines, probation or discharge from the program.

Curfews: Probation Period -- 10:00 PM

Regular -- Sunday-Thursday 11:00 PM, Friday & Saturday 1:00 AM

Residents on weekend passes must return for their respective house meetings unless prior arrangements have been made. Failure to return timely will result in a \$25.00 fine. *See House President for meeting times.*

Overnight stays off the premises must be discussed at the house weekly meeting, and approved by the house manager. In order to qualify for an overnight you must have completed your probation period, done your assigned house chores, be current with all moneys due Sees-The-Day (rent) and the house (food). Emergency overnight visits must be approved by the house president and a Sees-The-Day representative. To create house unity, we ask you to limit overnight visits to two (2) per month, unless arrangements have been made in advance with the Sees-The-Day office. You must leave a phone number where you can be contacted. Residents are required to stay at least five nights per week in the house.

Employment:

Residents must maintain employment (**32 hrs. per week**) or community service (25 hrs. per week) as appropriate.

Residents must have at least six (6) months of sobriety to work in an establishment that serves alcohol, unless they are employed in such an establishment upon admission.

Living in the Resident House:

One should respect all other residents, and aspire to contribute to a supportive, sober lifestyle.

Residents must sign in and out, giving their location and expected time of return (*in case of an emergency we need to know where you are*).

Relationships with other Sees The Day residents are prohibited.

Residents are to complete assigned chores daily.

Residents must participate in menu planning, grocery shopping, and cooking (*please clean up after yourself*).

Smoke only in assigned area. Please, NO smoking in bedrooms at anytime, *this will result in immediate dismissal*.

Residents are to maintain a clean and tidy sleep area (*this includes making your bed daily*).

No one is permitted in anyone else's room at anytime.

No televisions in bedrooms

No one is to sleep on the couch or chairs (*you must sleep in your room*).

Observe set times for use of TV & Radio (*these are established by a house vote*). Respect others regarding volume, choice of shows, etc.

Shirts and socks/slippers/shoes must be worn in common house areas; Please NO BARE FEET.

Lending money to other residents is prohibited.

Weapons, pornography and pets are prohibited.

Be considerate of the neighbors.

Management:

All required forms, consents, and contracts must be completed and signed.

All rents and/or other fees must be paid weekly to the house president, no later than Saturday noon.

Meetings:

Residents must attend weekly 'House Meeting'.

New residents are required to Attend 90 meeting in 90 days (signatures required).

After 90 days, four (4) meeting per week are required.

Personal Care/Medications:

Attend all aftercare appointments as scheduled (*doctor, therapist, probation officer, etc.*).

Secure all medications in sleep area, and self administer as prescribed.

Medications may not be discontinued without your physician's order (*violation of this rule may be grounds for immediate dismissal*).

Cough & flu medicines that contain alcohol are prohibited. Residents are prohibited from taking narcotic and pain medications, and must inform their physician to find an alternative.

Telephone Use:

Residents are required to obtain a *Calling Card* for long distance calls.

Phone calls are to be limited to 15 minutes.

Use of *69 or directory assistance (411, etc.) is prohibited.

No phones are to be used in bedrooms. Phone usage is limited to the 1st floor only.

Visitation:

No new relationships are permitted for the first ninety days (*violation of this may result in expulsion*).

Visitors must have at least 30 days of continuous recovery (*Sees-The-Day reserves the right to refuse or expel any visitors whom we believe are a threat or may impede a resident's recovery*).

No visitors of the opposite sex are allowed on Sees-The-Day house property. Immediate family may visit.

Any resident not following the house rules will be subject to fines as deemed necessary by a house vote. Fines are issued as follows:

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| 1 st Offense = Warning | 3 rd Offense = \$25.00 fine |
| 2 nd Offense = \$15.00 fine | 4 th Offense = House vote to determine potential expulsion |

Violation of any rules and regulations of Sees-The-Day, and non payment of rent will result in your being put back on Probation, incurring fines or expulsion.

IF YOU SUSPECT A HOUSE MEMBER OF USING DRUGS OR ALCOHOL, IT IS YOUR RESPONSIBILITY TO IMMEDIATELY REPORT THIS MATTER TO THE HOUSE PRESIDENT OR SEES-THE-DAY REPRESENTATIVE.

My signature on this document indicates that I have read and understand the 'House Rules' of Sees-The-Day, Inc., and that I agree to abide by these conditions and consequences.

Resident Signature

Date