

TAP FAITH
MINISTRIES

MANUAL OF TRANSITIONAL
SOBER HOUSE
DOCUMENTS

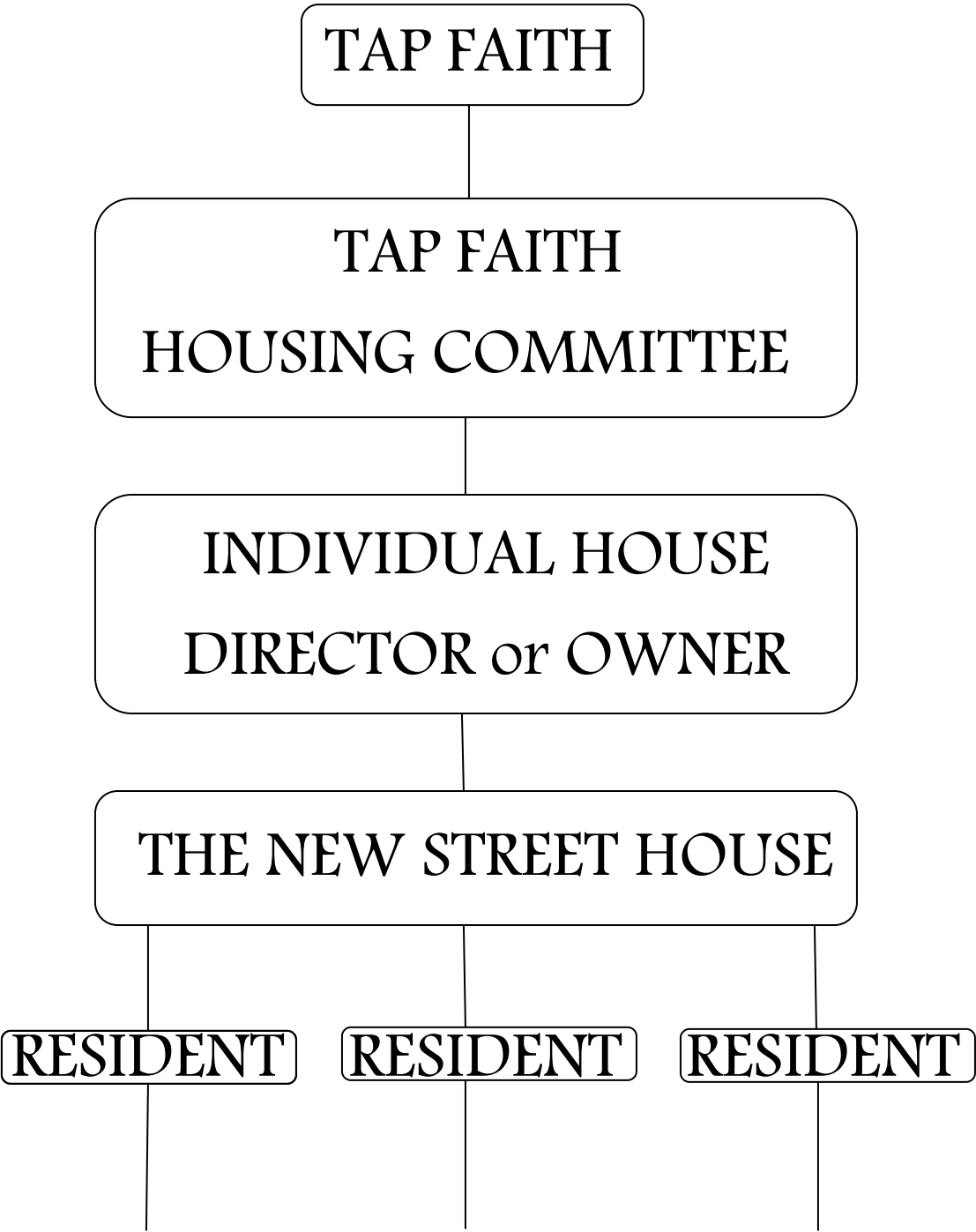
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ORGANIZATIONAL FLOWCHART



RESIDENT

RESIDENT

RESIDENT

TAP FAITH

The non-profit faith based advisory partnerships
authorizing the formation of the Tap Faith Housing Committee.
Tap Faith does not start, operate or maintain transitional housing.

TAP FAITH HOUSING COMMITTEE

The sole entity empowered to grant transitional housing charters.
Reports to the TAP FAITH PARTNERSHIPS, produces the operational documents
necessary to successfully operate transitional housing, selects appropriate housing,
opens houses, oversees the operation of transitional housing through
an individual house Director.

INDIVIDUAL HOUSE DIRECTOR

(WHERE APPLICABLE)

Charged with day to day oversight of a transitional house. Attends weekly house
business meetings, receives weekly reports from the residents, collates monthly
data into a report submitted to the Tap Faith Housing Committee and makes
recommendations. Interviews prospective residents and ensures the
financial stability and wellness of the residents and infrastructure.

INDIVIDUAL HOUSE

Chartered by the TAP FAITH HOUSING COMMITTEE operating under the TAP FAITH
HOUSING COMMITTEE Constitution, rules and guidelines, under the leadership of a
TAP FAITH HOUSING COMMITTEE Individual House Director.

RESIDENTS

Participate in an opportunity to restructure their lives into productive, self sufficient members of society.

TAP FAITH MINISTRIES HOUSING COMMITTEE

RESPONSIBILITIES

The committee is responsible for:

- Adherence to the TAP FAITH articles, statements, goals, and Partnership formulation.
- Selection and election of committee members.
- Awarding Charter membership on behalf of TAP FAITH, to qualifying houses.
- Provide chartered houses with the Housing Committee's constitution and the operating system for each individual house.
- Review and approve all forms pertaining to Housing business.
- Electing Housing Directors for all individual houses.
- Recommending housing policies, goals, and budgets that support the mission, values, and strategic goals of TAP FAITH.
- Reviewing individual house performance against its goals through Housing Director reports.
- Proposing actions be taken in support of ¾ individual house compliance.
- Receiving the various house director reports for submission to the Partnership as needed.
- Recommending changes to the Constitution of individual houses.
- Recommending and implementing policies that maintain and improve the financial, emotional, spiritual health and integrity of the houses.
- Monitoring corrective actions initiated by house directors.
- Reviewing financial reports from the individual house directors.
- Reviewing and reporting to the board on the overall status of houses.
- Maintaining regular communication between all houses, members, Partnership and other interested parties.

Meetings

- The committee meets as necessary at the call of the committee chairperson.

Members

- Chairperson.
- The Housing Committee's membership.
- Housing Directors.

THE TAP FAITH CONSTITUTION

ARTICLE I. NAME, OBJECTIVES, PROMULGATING AUTHORITY AND OPERATIONAL RESPONSIBILITY

Section A. Name of the House ‘Your House Name’

The name of the Home shall be recorded in the Charter Document attached to and displayed by the House.

Section B. Objectives

1. To provide safe, affordable housing for people in transition.
2. To provide an environment wherein people are able to elevate themselves from a position of compromise to a position of independent living.

Section C. Promulgating Authority

The authority to operate and maintain a $\frac{3}{4}$ house has been clearly established by Federal Law. The 14th Amendment's Equal Protection Clause prohibits States from denying a person equal protection of the law. This and three Federal Laws - section 504 of the Rehabilitation Act of 1973; Title II of the Americans with Disabilities Act (ADA); and the Fair Housing Act, especially its 1988 amendments, limit local control over group home siting. The FHAA 1988 42 USC § 3601 *et seq.* is probably the most significant since it applies to dwellings. The three laws build on one another by applying consistent definitions, nondiscrimination standards and jurisdiction over State, County and local municipalities.

Section D. Operational Responsibility

The TAP FAITH PARTNERSHIPS have created a Committee - The TAP FAITH HOUSING COMMITTEE (TPHC) to oversee and monitor the initial start up and monthly progress of chartered homes and the residents therein. This is the sole operational responsibility of the TFHC. TAP FAITH PARTNERSHIPS do not operate or oversee transitional houses.

1. The FAITH HOUSE will operate as an independent $\frac{3}{4}$ transitional home for women, wherein each resident will be expected to stay sober, participate in weekly, democratically run business meetings, pay their equally shared expenses and make positive progress in the areas of self-esteem, personal financial stability, education, employment, house and community interaction and spiritual growth.

ARTICLE II. INTERPRETATION

The TAP FAITH HOUSING COMMITTEE AND THE NEW STREET MANAGEMENT AND OWNER shall be the sole entities empowered to make determinations and interpretations regarding the articles of constitution, content of house rules, implementation of democratic structure within the house, methodologies of maintaining financial stability, interaction with the community and oversight of house operations via the interaction of the house Director/Manager. Wherever possible, the TPHC will utilize the Robert's Rules of Order, to define and interpret accepted rules of procedure. The TPHC has chartered the HOUSE as a transitional home.

ARTICLE III. MEMBERSHIP

Membership shall be open to all men willing to comply with the provisions of the Charter, Rules and Regulations, the Constitution, financial obligations and directives of the House Director, without regard to race, color, national origin, age, disability, marital status, parental status, religion, sexual orientation, political beliefs, reprisal or because an individuals income is derived from public assistance.

ARTICLE IV. MEETING PROCEDURES

Provisions for all meeting procedures are as follows: Meetings are mandatory for all residents and the house Director. The Secretary shall record the events and motions of the meeting by inscribing the minutes on the FAITH HOUSE meeting minutes form. The President has the responsibility for calling the meeting to order and chairing the meeting, setting the agenda, who has speaking privileges at meetings, and procedures dealing with a tie vote. Meetings should take place at least once a week. The President shall make provisions and stipulations for calling emergency special meetings when necessary.

ARTICLE V. QUORUM

A quorum of residents, for voting purposes, shall be reached when a majority of the residents are present. It is recommended that when recording a vote, you use "those present" in the minutes. As always a resident must be present to vote. Any resident not present at a particular meeting where in a motion is voted upon, loses her vote.

ARTICLE VI. OFFICERS, QUALIFICATIONS AND DUTIES

Officers shall be elected from the member residents which have passed their probationary period. Residents on probation shall not hold office, except in the sole case of a newly started house where all the residents are new and on probation.

Section A. The officers of the organization shall be the following: President, Treasurer, Secretary, House Coordinator and Comptroller.

Section B. The duties of the officers shall be as follows:

- **President**
 - Elected for six month term
 - Must be resident of House
 - Calls and leads weekly and special meetings
 - Cannot succeed herself but can be elected to the same office after six months have elapsed.
- **Treasurer**

- Elected for six-month term
- Must be resident of House
- Responsible for maintaining House financial records
- Keeps membership informed about financial condition
- Cannot succeed herself but can be elected to the same office after six months have elapsed.

- **Comptroller**

- Elected for six month term
- Must be resident of House
- Collects rent
- Deals with day to day expenses
- Responsible to Treasurer
- Balances books with Treasurer prior to each meeting
- Cannot succeed herself but can be elected to same office after six months have elapsed

- **Secretary**

- Elected for six month term
- Must be resident of House
- Responsible for recording minutes of House meetings
- Keeps pending applications for new memberships
- Sends thank you notes to contributors
- Cannot succeed herself but can be elected to same office after six months have elapsed.

- **House coordinator**

- Elected for six month term
- Must be a resident of House
- Assigns and reviews house chores
- Cannot succeed herself but can be elected to same office after six months have elapsed.

ARTICLE VII. ELECTION OF OFFICERS

Nomination, vote counting, installation, and any special election process necessary to fill any vacancies shall be conducted at the weekly business meeting and recorded in the minutes.

ARTICLE VIII. CONFLICT OF INTEREST/DISRUPTIVE BEHAVIOR, PROCEDURES REGARDING ALLEGATIONS OF WRONGDOING AND DISCIPLINARY ACTION

Section A **Conflicts between house Director and residents** shall be first addressed at the business meeting in a civil, calm manner, clearly outlining the conflict and notating the matter in the minutes. The issue should be resolved 'in house'. If the matter is not resolved, at least two house officers should then compose a formal letter to the Housing Committee for attention. The House Director can not be dismissed by the residents. That action is the sole responsibility of the Tap Faith Housing Committee.

Section B **Conflicts between residents** shall be first addressed at the business meeting in a civil, calm manner, clearly outlining the conflict and notating the matter in the minutes. The issue should be resolved 'in house'. If the matter is not resolved, the house Director shall make a final ruling and when applicable implement a resolution. The Director's decision and ruling shall be notated in the minutes.

Section C **Allegations of wrongdoing** by residents shall require sufficient evidence to convince a majority of residents and the Director that the wrongdoing has merit. If after an affirmative judgment is rendered, the house rules and penalties shall be invoked. If the house rules do not specifically address the allegation and or the Director is conflicted as to a just course of action, then the Director will inform the Housing Committee and request a ruling be issued.

ARTICLE IX. FINANCIAL RESPONSIBILITY

Section A LANDLORD, UTILITIES and necessary DISBURSEMENTS

The financial stability and viability of FAITH HOUSE literally depends on “keeping the bills paid”. Financial responsibility is of the utmost importance. All lease payments, utility payments and necessary disbursements, such as house supplies, minor repairs to the house etc., will be made in a timely fashion in order to avoid, stress, drama, negative impact to the infrastructure of the house, late fees, penalties and negative payment reports. Failure to do so will result in the eviction and replacement of delinquent residents that do not pay their Equal Shared Expenses and or impeachment of responsible house Officers. Officers failing to execute the duties of their office may also incur fines for negligence, at the discretion of the house Director.

Section B HOUSE FINANCIAL RESPONSIBILITY

The TPHC has elected a HOUSE DIRECTOR to oversee and report, the weekly and monthly progress of the residents. The T.A.P. F.A.I.T.H. Housing Committee and the house Director are NOT responsible for the financial health of the house. **This responsibility rests solely with the Officers and residents of the HOUSE.** The President and Treasurer shall be the sole check signing authorities. Checks will be signed by the President and Treasurer at business meetings only, in the presence of a quorum or majority of the residents authorizing individual disbursements by majority vote. All disbursements will be notated in the minutes. The responsibility for creating the budget, financial reports, approving disbursements, and maintaining the financial records of the organization must be carried out by the Officers and residents of the HOUSE and reported to the house Director at mandatory weekly business meetings. It will be the responsibility of the residents, with the assistance of the House Director to fill empty beds as soon as possible.

ARTICLE X DUTIES, RESPONSIBILITIES & REMUNERATION OF THE HOUSE DIRECTOR

1. The House Director shall be a person gender specific to the particular house. The Director shall live in the house. The Director's remuneration shall consist of rent free lodging. Because of possible conflict of interests the Director is not to be considered a resident for the purpose of voting on house matters during the democratic exercise of House business meetings but shall be considered a resident in all other capacities including the observance of the House Constitution and house rules.
2. The Director will attend the weekly business meetings, receive reports from the various house Officers for submission to the TFHC, monitor daily, weekly and monthly activities within the house and take corrective action as necessary to preserve, protect and defend the by-laws and articles of the House constitution, the physical premises, and most importantly the health and welfare of the residents. The Director may make recommendations to the TFHC for any positive purpose.
3. The Director shall have the power to increase individual rents in the event a resident is expelled or leaves. The formula for this will be as follows: If the House has seven residents paying \$100 per week equaling \$700 per week and a resident leaves, the remaining six will equally share the missing income. i.e. \$700 divided by six or \$117 per week each. If two residents leave then \$700 divided by five or \$140 per resident, per week. This formula will have the effect of motivating the remaining house residents into filling the empty bed(s).
4. The Director will interview prospective residents utilizing interview training, techniques and or documents provided by the TFHC, then if a candidate is viable, present that candidate to the house at the weekly business meeting for democratic approval and admission.

5. The Director shall set the weekly rent based on a viability calculation which incorporates all the expenses necessary to run the house, a contingency amount for the savings account divided by the total number of paying residents.

ARTICLE XI CONSTITUTIONAL BY-LAWS AND AMENDMENTS

This constitution is ratified and implemented by the TAP FAITH HOUSING COMMITTEE in conjunction and with the approval of the TAP FAITH PARTNERSHIPS at a Tap Faith Partnership Business Meeting. At that time Tap Faith Partners voted to support the formation of a Transitional Home(s) under the oversight and implementation of the Tap Faith Housing Committee. The purpose of the constitution is to set forth the rights, privileges and limitations of incoming residents, general operating procedures, rules and regulations of the house, penalties for non-compliance, order of meetings, election of house officers and other responsibilities necessary to operate a successful ¾ transitional house.

The various By-Laws and articles contained in this constitution can not be amended or changed by a majority vote of the residents. The House Director, as the occasion warrants, may petition the Housing Committee for an additional By-Law, a change or amendment. However, it must be understood by each resident that any changes and or amendments will be transacted utilizing democratic, parliamentary, procedures and if ratified will be implemented without objection from or by the HOUSE residents. Until such time as the Housing Committee votes in the affirmative, the residents are expected to continue to observe the terms of their residency, as agreed, at the time of their execution of the per-application agreement.

ARTICLE XII HOUSE RULES AND REGULATIONS

The Tap Faith Housing Committee is the only authorized entity empowered to make changes to the TFHC Constitution and to the House rules. Each resident will read, understand and agree to the rules and guidelines incorporated in the Pre-application memorandum of understanding before applying for residency. After successfully applying for residency, residents will comport themselves in a civil, respectful manner at all times. The General House rules are as follows:

1. **All residents are to remain clean and sober.**
2. **All rents must be paid each week and be kept up to date.**
3. **All residents must attend weekly house business meetings.**
4. **All residents must treat others with respect; disruptive behavior will not be tolerated. This includes any behavior which is detrimental to the serenity, recovery and or positive enrichment of any resident.**
5. **All resident are to do their assigned weekly and daily chores willingly and promptly.**
6. **All residents must respect the privacy of others.**
7. **Every effort will be made to maintain good relations with neighbors and the community.**
8. **Guests are welcome to visit but not constantly or overnight.**
9. **Residents must give two week notice before moving out and must pay any remaining rent prior to moving.**
10. **Other rules may be implemented by the Tap Faith Housing Committee as needed.**

ARTICLE XIII. RATIFICATION

This constitution shall come into effect upon ratification by the Housing Committee, and upon approval by the TAP FAITH PARTNERSHIPS on the lines found below.

TAP FAITH MINISTRIES HOUSING COMMITTEE

Chartering Statement

The Tap Faith Housing Committee (TFHC) Charter is the instrument authorizing a particular house to operate as a TFHC three quarter transitional house.

It is the instrument which ratifies the opening of a particular gender specific house, under the over site of the TFHC.

The Charter is given to the Housing Director responsible for managing the opening of a new House and is prominently displayed in a location where residents, guests and visitors can view it upon entering the House from the front door.

The Charter will remain in effect until such time as the house remains in operation or is closed by mutual agreement with the TFHC and the Landlord.

The TFHC is the sole entity authorized to award or revoke a Charter.

Charter

of

THE YOUR HOUSE

In accordance with the Charter, the articles of the Constitution of the House and the Guiding Principles of The New Street House and the Tap Faith Housing Committee We herein and hereby grant a ³/₄ house Charter to the

Your House,
of Georgetown, Delaware

In the Hope and Expectation that the Residents herein housed will attain the Highest and Best use of the Life that God has given them.

This day of Our Lord,
June 1 st, 20__

Your House

Chair, Tap Faith Ministries Housing Committee

TAP FAITH MINISTRIES HOUSING COMMITTEE

Transitional House Director

Qualifications

The applicant must have 3 recommendations, verbal or written, supervisory experience, cannot be under the supervision of the criminal justice system, must agree to a background check, must complete the application process and be interviewed by the Tap Faith Housing Committee. (TFHC)

Duties

Oversees the day-to-day activities of the transitional living center. Manage, direct, and supervises all house staff. Ensures clients are actively involved in work or job searches daily. Ensures that the house is safe and secure and is aware of all coming and going of staff, clients, deliveries and outside service personnel. Conducts admission of new residents and explains house rules, requirements and consequences. Conducts inspections and searches of the facility to ensure no contraband or illegal items are brought in. Completes incident reports as necessary and reports the information to the TFHC. Facilitates house recovery activities as scheduled. Ensure proper communication with the TFHC. Oversees or facilitates client house activities. May be assigned other duties.

TAP FAITH MINISTRIES HOUSING COMMITTEE

PRE-APPLICATION MEMORANDUM OF UNDERSTANDING and OVERVIEW OF HOUSE RULES

14. **In order to be accepted into ‘Your’ House** a prospective resident must read and agree to the conditions of this memo, fill out an application and submit to an interview process.
15. **A new resident must be sober for 30 days before applying for residence.**
3. **A new resident must understand** that there will be **random** and/or **cause** substance abuse screens **at any time**. If you are found to be ‘using’ you will be asked to leave the house, within 30 minutes. You herein agree to random room inspections 24/7.
4. **‘Your’ House is a collective NOT an individual experience.**
6. **‘Your’ House is a RECOVERY and TRANSITIONAL house.** Residents work together as a team in a tranquil, peaceful and safe environment. There is **NO *me, me*** mentality or she said, he said, there is only us working together as a TEAM. *There is no I in team.* **‘Your’ House** is NOT your Personal Apartment, Boarding House, Flop House, Party House, Cheap Room or Love Shack. Residents are totally dependent on the other residents to enjoy the collective rights and privileges of –**‘Your’ HOUSE**. If you are in this for yourself, have hidden agendas, selfish motivations or are simply looking for a cheap place to live, **DO NOT APPLY**.
6. **A new resident must understand** that they are on probation for 90 days. Violate the individual House terms of probation and you will be asked to leave. Terms of probation will be determined individually, based on the information provided in the New Street House Application and interview.
7. **All residents are assigned chores.** Fail to do your assigned chore and you will be fined.
8. **A new resident must understand** that **‘Your’ House** residents and management cannot possibly know the motivation(s) of prospective new residents. You must agree to New Street House guidelines and agreements. Exhibiting controlling behaviors will lead to expulsion.
9. **House management are ‘Your’ House leaders.** You must follow their direction, until such time as you prove that you know how the House works and you know your responsibilities.
10. **The initial cost to move into the ‘Your’ House** is: A \$200.00 non refundable entry fee, which will be used to offset any expense necessary to maintain the house in good financial condition, plus the first weeks ESHE (Equal Shared Household Expense) of \$125.00 for a total of \$325.00 to ‘walk through the door’. In some cases the house may vote to give a potential resident some time to establish a job and an income. However it must be understood that the house will expect the payment of the initial fees and ESHE within a reasonable time. Do not take the house’s kindness for weakness. Keep your word at all times. We deal with honesty better than we do lies.
11. **A new resident is expected to be employed** when moving into a house. In the event a resident is not employed he is expected to be able to support himself during the job search period which should not exceed 30 days.
3. **Violence, stealing of ANY nature or disruptive behavior** constitutes ‘cause’ for expulsion. In the case of disruptive behavior, due process will be observed. In the case of violence or evidence of stealing, immediate expulsion will apply. Disruptive Behavior is defined as “Any behavior that threatens or intimidates other people”.

13. **Residents must pay their ESHE** (Equally Shared Household Expenses) on time by money order at the weekly business meeting or when scheduled by the House Comptroller. Failure to pay ESHE and or fines, exceeding \$250 or two weeks rent, constitutes grounds for expulsion. See Item 23.
14. **Weekly House meetings are MANDATORY.** Fines for missed meetings and/or for breaking House Rules, may be imposed on you at business meetings. Fines are to be paid in addition to your rent, at the next business meeting after you are fined. No exceptions.
15. **During the probationary period,** the resident(s) will have NO guest privileges. Meet your guests outside and go somewhere to enjoy their company.
 - **During the probationary period,** the resident(s) will have a curfew set by either, or your probation officer, the house rules and or residents during your interview.
17. **During the probationary period,** new resident(s), if required, should attend AA, NA and or CDA meetings on a regular basis and document the meeting times, places and contact person.
18. **'Your' House is not now nor will ever be** responsible for your personal items or property except in the case of expulsion when the House will store your property for 7 days ONLY.
19. **'Your' House is not** your babysitter, mama, daddy, maid or butler. You are expected to clean every mess you create **as soon as you create it**, not when you feel like it. Leave dirty dishes in the sink and you will be fined. After your sobriety, and/or life skills enrichment, you are expected to put the house **first**. The preferred attitude would be to do MORE for the House than what you are required to do, **always thinking about the other residents before yourself**. If you're looking for a cheap room to do dirt. DO NOT APPLY.
 - **No overnight guests are permitted.** No exceptions. It is the residents responsibility to inform guests and or friends etc., of the New Street House Rules.
21. **Guests and visitors are subject to house rules,** drug and alcohol screen tests, as if they were a resident.
 - **Keep your bedroom** clean and neat at all times. **Make your bed every day.** This is a house rule.
23. **If you fall two weeks behind in your weekly (ESHE) payments,** you will be given written Notice Of Arrears and a Promissory Note Agreement, providing for a period of time and the acceptable methods to cure your arrears. You agree this constitutes a notice of expulsion. If you do not execute the agreement and/or fail to comply, become violent, disrespectful, abusive or destructive, the House will immediately call for an expulsion vote and if necessary, call the authorities to assist in your expulsion. The House will not put up with a disrespectful, morally contemptable attitude.
24. **Limit your use of the HOUSE phone. The house phone is for house business.** It is not your personal communication device. Each resident is expected to log calls for other residents.
 - **Residents** who 'earn' the privilege of having a guest, **are responsible for their guests at ALL times.** The disruptive actions of your guest can put you out. No guest may remain in the house when their resident friend, is not home. **The HOUSE will determine how long guests can stay during any one visit.** NO OVERNIGHT GUESTS. No sexual activity in the house or on the grounds. If you or your guest do not comply, become violent, disrespectful, abusive or destructive, the House will immediately call the authorities to expel you and or your guest and if necessary, file charges. The House will not put up with disrespectful or morally contemptible residents or guests.

26. **Guests are subject to all the rules 24/7.** It is the residents responsibility to educate their guests. Failure of non-residents and guests to comply with house rules may subject them to **permanent banishment**.
27. **Items that do not appear in this document and ‘Your’ House Rules** may be submitted for your agreement anytime during your residency. If you choose to disagree with any additional rules or guidelines submitted for your agreement, you always have the option to move out of the house.
28. **The Fundamental Operating Principals** found at ‘Your’ House are: **Stay sober, Pay your ESHE (Equal Shared Household Expenses.) Do your chores, Respect your Housemates and Serve the House.**
2. **The Fundamental guidelines are:** The house will be run Democratically, with the exceptions that a majority vote cannot change ‘Your’ House Rules . You must be a member in good standing to vote. A member is in good standing if he has been voted in and is not in expulsion status. The house will be run in a financially sound manner, which is to say that everyone will pay their ESHE (Equally Shared Household Expenses) on time and last but not least, anyone found using will be expelled *immediately*.
3. **Major and minor maintenance** items will be addressed at regular business meetings.
4. **Third party contractors**, vendors, licensed contractors and or service personnel will be used to complete maintenance issues.
5. **The residents** sole responsibility for addressing maintenance issues will be to note them in the log of business meetings.
6. **Management** will make every effort to correct any and all issues at its earliest convenience and as rental income allows.
7. **Residents are advised** to discontinue discussions concerning house business during the week. The business meeting is the only proper venue for house business, the collection of rent and the discussion of house issues.
8. **Residents that engage** in complaining, gossip and or sour grapes during the week concerning house issues affecting all the residents, circumvent the very nature and purpose of the business meeting and will be considered as engaging in disruptive behavior as described in article #12 of the pre-application agreement, signed by all the current residents. Bring your concerns to the house meeting.
9. **Residents are encouraged** to note their thoughts and concerns at and in the minutes or log of a business meetings.

- 10. **No further discussions** will be entertained after the initial discussion and possible solutions are discussed and logged into the record. Business meetings will not engage in repetitive complaining. See articles 33, 38 and 42 herein.
- 11. **From time to time** management, at its discretion and timing, will inform the residents on the progress of such matters and or issues.
- 12. **Management will keep a schedule** and log of all maintenance bids and maintenance performed in order to counteract and contradict any claim(s) of failure to take corrective maintenance or other actions.
- 13. **Landscaping**, grounds maintenance, minor house issues and chores are excluded from the above limitations.
- 14. **Residents are expected** to promote peaceful, tranquil weekly living and be compliant with the limitations of articles #13, #23 and #28 of the pre-application agreement.
- 15. **Residents who disapprove** or disagree with the conditions and or limitations of this pre-application agreement have the option and are encouraged, to find other lodging pursuant to article #27 of the agreement.

43. I REALIZE THAT NEW STREET HOUSE TO WHICH I AM APPLYING FOR RESIDENCY HAS BEEN ESTABLISHED IN COMPLIANCE WITH THE CONDITIONS OF SUB SECTION 2036 OF THE FEDERAL ANTI-DRUG ABUSE ACT OF 1988, P.L. 100-690, AS AMMENDED, WHICH REQUIRES THE HOUSE RESIDENTS TO (A) PROHIBIT ALL RESIDENTS FROM USING ANY ALCOHOL OR ILLEGAL DRUGS, (B) EXPEL ANY RESIDENT WHO VIOLATES SUCH PROHIBITION, (C) EQUALLY SHARE HOUSEHOLD EXPENCES INCLUDING THE MONTHLY RENT PAYMENT, AMONG ALL RESIDNETS, AND (D) UTILIZE DEMOCRATIC DECISION MAKING WITHIN THE GROUP INCLUDING INCLUSION IN AND EXPULSION FROM THE GROUP. IN ACCEPTING THESE TERMS, THE APPLICANT EXCLUDES HIMSELF FROM THE NORMAL DUE PROCESS AFFORDED BY LOCAL LANDLORD-TENANT LAWS.

BY SIGNING THIS AGREEMENT you agree that you understand the above stipulations, guidelines provisions and New Street House rules and you agree to abide by them. You also agree to submit to a necessary probationary period. In the event you are approved for entry and you violate your terms of probation, you herein agree to leave the New Street House without drama or resistance.

_____ Date _____
 Applicant's signature

_____ Date _____
 House witness (s)

