**NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_MOVE IN DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Revised January 2017**



**JOSIAH'S HOUSE**

Sober Living for Men& Women

**A Therapeutic Recovery Residence**

202& 204W. William Cannon Drive, Austin, TX 78745

**Client Contract and House Rules**

Your initials indicate you have read, understand, accept and will abide by these rules

The purpose of this client contract and the major House rules that follow are to inform you of your rights and what is expected of you. You are responsible for your own actions and respect is vital. Accountability is a common value shared by all clients. Willingness and cooperation are the basic requirements shared by all of Josiah’s House clientele.

**Make no mistake about it. This is a *zero tolerance* residence. That means if you make the decision to drink, use drugs, or break any one of these rules, your contract will be canceled and you will be immediately expelled.**

1.\_\_\_\_\_\_\_\_ The total move in cost is $245.00, which is a $75 nonrefundable administration and drug testing fee &payment of $170.00 (per week), which is due every Friday, or you can pay by the month which is $680.00 due on the first of each month. THE PAYMENT MUST BE CASH, MONEY ORDER, OR CASHIER CHECK (no personal checks, credit or debit cards, etc)**ALL MONEY ORDER/CASHIER’S CHECK PAYMENTS MUST BE MADE PAYABLE TO LANCE OLSON**.Your membership fee(s) will be prorated according to your move in date. If your membership fee is not paid on the day due, you will be charged a late fee of $5.00 a day until your membership fee is paid for the week.

2.\_\_\_\_\_\_\_\_ You may not ever be more than four (4) days past due on payment. If you are, you will be asked to leave the property on the morning of the fifth day unless you have made arrangements with the owner. If you leave the property without making arrangements to pay any back fees you owe, you can be turned over to a collection agency and a judgment could be filed against you.

3.\_\_\_\_\_\_\_\_ There is absolutely no smoking or any type of tobacco use indoors. Smoke only at designated outdoor areas on property.

4.\_\_\_\_\_\_\_ Clients are responsible for purchasing and cooking their own food, supplying their own personal hygiene items. The house will supply the following items: coffee, cleaning supplies, and paper products.

5.\_\_\_\_\_\_\_\_ Each client is allowed several sets of clothing and a few personal items, but absolutely no furniture. All new clients are required to put all clothes items through dryer at highest heat setting for no less than 30min upon move-in. No exceptions. You may not stock pile items and you may not take up more than ½ the bedroom. There is no extra storage space provided other than what has been assigned to you; anything that exceeds your assigned space will not be allowed to be stored elsewhere on the premises.

6.\_\_\_\_\_\_\_\_ You must attend an A.A., N.A. or CR meeting at least 3 times a week, have a sponsor (within 7 days of membership), and be actively working on steps with your sponsor. Recovery is our primary purpose. There are no exceptions; violation will result in expulsion.

7.\_\_\_\_\_\_\_\_ You must attend a mandatory weekly house meeting (every Sunday; time of meeting depends on which unit).

8.\_\_\_\_\_\_\_\_ You will be given a day each week for house chores. House chores/chore days will be delegated by the House Manager. Any mop water used on chore day is to be poured down commode after use; do not throw it in the yard/grass.

9.\_\_\_\_\_\_\_\_ No one will be allowed to remain in bed past 9:00am Monday through Friday if you are unemployed. On Saturday and Sunday, you may stay in bed as long as you wish. If you do not have a job, you will not stay in bed, nor hang out at the house all day. You will look for work, go to day labor, fill out applications/send out resumes, volunteer your time, attend more AA meetings, do step work with your sponsor, go to the library. DO NOT be in the house from 9am to 3pm if unemployed. Like all rules, you will be expelled for breaking this rule.

10.\_\_\_\_\_\_\_\_ You will be required to submit frequent urine samples and breath analyzers for testing. You will have a total of no more than 30 minutes from the time you are asked to submit urine sample to do so. If test(s) come back positive for use, you will be immediately expelled. Testing is conducted randomly at any time by manager or owner. Inability to produce a sample in the allotted time or refusal of a urinalysis/breathalyzer is considered an admission of guilt and you will be expelled for that.

11.\_\_\_\_\_\_\_\_ There will be no period of time for you to prepare to leave the property if you are expelled. You must leave the property within the hour (no matter the time or weather conditions or transportation problems), nor will you be allowed to re-enter house without a house manager present. NO PAYMENTS WILL BE REFUNDED TO YOU.

12.\_\_\_\_\_\_\_\_ If anyone in the house suspects another client of using and does not notify the house manager, s/he could be held responsible and expelled along with the accused. It’s not “snitching”. It’s protecting you and everyone else in the house’s health and welfare.

13.\_\_\_\_\_\_\_\_ Any personal property left behind will be gathered and packed up by the house manager only. You will have a 5-day period of time from the date of your expulsion to return and collect your personal property. Failure to do so will result in your personal property becoming the property of Josiah's House. All modes of transportation you leave parked at the property such as vehicles of any type, bicycles, motorcycles, etc. will be towed.

14.\_\_\_\_\_\_\_\_ If you go to jail for any drug or alcohol related charge (including outstanding warrants), your property will be packed up and you will have 5 days to arrange for someone to pick it up for you, or it will be disposed of.

15.\_\_\_\_\_\_\_\_ If you are expelled, consider that action as a **criminal trespass warning.** If you come back to the property without management permission, you can be arrested.

16.\_\_\_\_\_\_\_\_ You must provide your own meals. When using the kitchen, you must clean up after yourself immediately following your meal. No dishes or pots left in the sink or drying racks. Failure to do so will result in a onetime only warning. A second infraction will result in a $5 fine. A third infraction could result in eviction.

17.\_\_\_\_\_\_\_\_ Only the House Manager may impose warnings or expulsions. Complaints about unacceptable actions are to be brought to the attention of the House Manager.

18.\_\_\_\_\_\_\_\_ There is only so much refrigerator, freezer and dry goods storage space. The basic rule is if a food item is not yours, don’t eat or drink it. If you are caught eating someone else’s food without their permission, you will be expelled. Do not store water, bread, cookies or candy in the refrigerator. Keep them in the dry goods storage. Do not leave meals on the stove or in the refrigerator, or in the bedroom. Meals must be consumed in the kitchen immediately or thrown out. You are encouraged to apply for food stamps and visit local food pantries and churches if you do not have a job.

19.\_\_\_\_\_\_\_\_ When watching TV, using computer, talking on phone, etc. please be courteous of the volume as to not disturb your other clients in the household. The TV, computer, phones, etc. are to be turned off by 11:00PM unless all clients are in agreement.No staying up late hours of the night as to respect others who must go to work.

20.\_\_\_\_\_\_\_\_ If you don't live in a bedroom DO NOT go in the bedroom.

21.\_\_\_\_\_\_\_\_ Do not leave your laundry in the washer or dryer. Clothes may be taken out by anybody waiting to use one of the machines and placed wet or unfolded on the table. DO NOT PUT YOUR TENNIS SHOES IN THE DRYER!

22.\_\_\_\_\_\_\_\_ If you are the last person to leave the house, make sure sliding glass door is locked. ALWAYS make sure front door is properly locked when you leave.

23.\_\_\_\_\_\_\_\_ There will be an 11:00 PM curfew for all new clients during the first two weeks. After that, there will be a 12:00am curfew Sunday through Thursday and a 1:00am curfew Friday and Saturday. You will be asked to leave if you come home late and did not call your mgr. (or another mgr. if yours is unavailable)to explain why you are late. Likewise, if you do not call or arrive home by curfew, the lock codes will be changed. No overnight guests. Girlfriends, boyfriends, family, or friendsmay visit 1 or 2 at a time &can only visit for a 1 hour time period. Visitors and family must leave by 10pm. **No visitors are permitted in bedrooms or living quarters of the house; no sexual contact within the house whatsoever**.

24.\_\_\_\_\_\_\_\_ You will be allowed an overnight pass one night per week after the first two weeks. After 4 weeks you will be allowed a 2 night pass. You must clear this first with your house manager ahead of time and leave a location and phone number where you can be reached during this time. You will be drug tested and breathalyzed upon your return.

25.\_\_\_\_\_\_\_\_ If you go to a doctor, do not let him prescribe a narcotic/controlled substance medication. You must tell your house mgr. what type of medications you are currently prescribed and any/all medications that you may be prescribed in the future. If you take medication, you must have a lock box and keep meds in the lock box.

26.\_\_\_\_\_\_\_\_ No fighting nor threatening. No racial slurs nor prejudice. No name calling. No violence. All parties will be expelled.

27.\_\_\_\_\_\_\_\_ No stealing. If it is not yours, DONT TOUCH IT! This includes food, drinks, clothing etc.

28.\_\_\_\_\_\_\_\_ If you break anything, you may be held responsible to replace or pay for it.

29.\_\_\_\_\_\_\_\_ Rooms are to be kept clean. Beds are to be made daily. You must share the closet, but each has their own chest of drawers. Failure to keep rooms clean will result in a onetime warning, then $5fine, then eviction.

30.\_\_\_\_\_\_\_\_Personal hygiene: shower **every day** using antibacterial soap. Keep your laundry done regularly. Use good deodorant. If you have body odor, foul-smelling clothes, or foul odor(s) emitting from the room, you will have only **one warning** before expulsion.

31.\_\_\_\_\_\_\_\_ Respect your House Manager. They are here to help maintain everyone’s health and wellbeing.

32.\_\_\_\_\_\_\_\_ The house computer is for use by all for 30 minutes. If you have been on it for 30 minutes and somebody needs to use it you will have 5 minutes to complete your work. DO NOT DOWNLOAD APPLICATIONS or PROGRAMS onto the computer. FILES CAN BE DOWNLOADED ON A USB FLASH DRIVE DEVICE. The printer should be used for official house business and printing resumes and applications for employment ONLY. ABSOLUTELY NO PORN SITES!! ABSOLUTELY NO GAMBLING SITES!!

33.\_\_\_\_\_\_\_\_ All clients are responsible for ensuring anonymity and friendliness within the neighborhood. All house business remains within the house. Park only at designated areas marked at the property. There will be no broken down vehicles allowed on premises.

34.\_\_\_\_\_\_\_\_ Incoming mail will be left on the kitchen table or the designated spot for the house. Mail will not be saved if or when you leave. It will be returned to sender.

35.\_\_\_\_\_\_\_ There will be no fraternization, sexual advances, or sexual relations between clients of opposite or same gender permitted at Josiah’s House. Clients have no reason to be alone anywhere, anytime, with clients of the opposite sex. This includes vehicles. Male clients are not permitted in the women’s unit nor female clients in the men’s units at any time for any reason whatsoever. Expulsion of all parties involved will result from any questionable behavior or activity on Josiah’s House property at any time.

**36. \_\_\_\_\_\_\_\_Management reserves the right to deny any clients renewed membership on a weekly basis. If you are asked to leave by management for any reason there will be no refunds. Two weeks written notice is required to qualify for return of any unused portion of prepaid membership fees.**

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Driving License #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SSN\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DOB\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Occupation\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Current Income\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emergency Contact Name and Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sponsor Contact Name and Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vehicle Make/Model/Plate Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you have a medical doctor? Please include their name and contact number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Clean date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you take prescription medication(s)? If so, list meds: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you been to a treatment facility?\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If so list treatment provider, primary counselor, and phone number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_If you choose to live at Josiah’s House, you will submit to a drug test and a search of your personal items

**Drug test results**: Positive\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Negative\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

House Mgr. Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Resident’s Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE ATTACH COPY OF STATE-ISSUED PICTURE ID**

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I,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, certify by my signature below that I understand and

acknowledge that Josiah’s House is an alcohol and drug-free property. If accepted and for as long as I remain, I understand that I am a CLIENT of Josiah’s House and *not* a tenant with rights or exclusive possession of space. I further certify that the answers, statements, and/or information I have provided are true, complete and accurate. I understand that any false statements or omissions may result in immediate termination of my membership at Josiah’s House.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_