

THE 521

House Rules, Policies & Requirements

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THE 521 - HOUSE RULES, POLICIES, & REQUIREMENTS

This page (page 3) is the beginning of the actual document/agreement.

The following rules must be reviewed, understood, and agreed upon by each resident of The 521 prior to admission. ****RESIDENTS WILL BE REQUIRED TO LEAVE THE PREMISES IMMEDIATELY AND WILL BE BANNED FROM RETURNING UPON CERTAIN VIOLATIONS OF THE HOUSE RULES. IN THE EVENT A RESIDENT IS DISCHARGED FROM THE RESIDENCE DUE TO A VIOLATION OF THESE RULES (OR RULES SET FORTH IN OTHER DOCUMENTATION OF THE HOUSE), ANY PAID RENTS OR DEPOSITS WILL BE FORFEITED/NONREFUNDABLE.** At the discretion of the House Manager, a former resident who was banned from the property may be allowed to reapply at a future date under certain circumstances. The House Manager may designate another party to act on their behalf concerning any item in these rules.

THE TERM "THE 521" WHEN USED IN ANY/ALL DOCUMENTS IS USED STRICTLY TO DESCRIBE THE PROPERTY'S LOCATION AND USE. IT IS NOT A SEPARATE ENTITY FROM FAITH WORKS 125 LLC.

ACCESS

You will receive a door code for use to access the property. Do not share this code with anyone or open the door for any party other than another resident of The 521. All curfews must be abided by, notifications are logged and sent to the House Manager regarding any traffic in and out of the unit. The House Manager or their representative reserves the right to access the unit and all areas of the unit, in addition to conducting searches of personal items/property on site of any resident, at any time for any reason, with or without notice. At times, others may be given access to the unit when repairs or maintenance is required.

BATHROOM USE

Residents use a shared assigned bathroom at The 521. Typically anywhere from 1 to 3 residents will be assigned to the same bathroom at any given time. Residents are NOT to use bathrooms assigned to other residents except for commode use only when their assigned bathroom is already occupied. Showers are necessary (no baths) to ensure sufficient hot water for everyone's use. Showers are to be taken in the evenings, completed before quiet time hours begin, and are limited to 10 minutes per resident so the bathroom is accessible to others when needed. Residents are to work out a shower schedule between themselves according to these guidelines. If any issue with the schedule arises between the residents, inform the House Manager and a schedule will be set with allotted times reserved for each resident. ****NO baby wipes or items/products other than toilet paper are to be put down the drains.** *Kitchen sink use is NOT allowed for brushing teeth, shaving/grooming, etc. All personal items such as a towel, shampoo, soap, toothbrush, etc. must be stored in your personal space in the bedroom and are to be brought into the bathroom only when using.

BEHAVIOR

During your stay at The 521 you are expected to conduct yourself in an appropriate/kind manner and extend courtesy, cooperation and respect to the House Manager(s), your fellow residents, neighbors of the property, occupants of other suites or units on the property (if applicable) and their guests at all times.

The following behaviors will not be tolerated under any circumstances and will result in immediate eviction. This is non-negotiable.

- Use of or possession of any alcohol, drugs or drug paraphernalia on or off the premises (including non approved prescriptions)
- Possession of any contraband item: over-the-counter medications that contain alcohol, weapons of any kind, pornographic material (any format), sexually explicit or drug or alcohol-related material including clothing or pictures.

- Theft, destruction of property, or vandalism
- Physical fighting
- Sharing access code(s)
- Accessing any other parts/areas of property designated as private use of other tenants in other units on the property (if applicable).
- Sexual activity with other residents
- Illegal activities
- Violating the no visitors rule, allowing any other person onto the property (inside or out), or loitering around property perimeters with other person(s)
- Disrespectful behavior toward fellow residents, the House Manager, or other tenants on the property/their guests (if applicable). This includes yelling, taunting, physical and verbal assaults, and any derogatory remarks toward another person
- Repetitive argumentative or uncooperative attitude or behavior
- Approaching neighbors (surrounding the property or other tenants/their guests in other units on the property if applicable) for money, favors, rides, etc.
- Any willful behavior deemed damaging to the reputation and well-being of The 521, its House Manager(s) or affiliates, residents, or other tenants in other units on the property.

****You are required to immediately report any suspected alcohol, drugs, alcohol use, drug use, harassment, intimidation, sexual activity, and threats or acts of violence or vandalism to the House Manager. If you are aware of this activity and fail to report it you will be required to leave the property.****

BEDROOMS

Bedrooms must be maintained in a neat and orderly manner at all times. Bedrooms may be inspected randomly throughout the week by the House Manager.

- Beds must be made as soon as you get up.
- Clothing must be stored inside drawers and closets
- No candles, wax burners or incense allowed (anywhere in the house)
- Keep TV volume to a minimum in bedrooms and doors closed when watching TV
- Do not use nails, tacks or tape to adhere anything to the walls, doors or furniture (anywhere in the house) or move furniture from one area to another.

*Residents will have a TV tray in their bedrooms (eating in rooms is allowed), however residents may NOT discard of food scraps/trash in any trash can in bedroom and resident must thoroughly clean area (including floor, etc.) immediately after eating.

The bedrooms and your belongings are subject to search at any time for drugs, alcohol, drug paraphernalia, weapons or any other contraband items. Contraband items will not be returned. They will be disposed of or possibly turned over to law enforcement. You are not allowed to enter another resident's bedroom without their permission except in an emergency situation.

You will be designated a section of the closet for hanging clothes, dresser drawers, and other storage in the bedroom area for your personal use. Do not store or leave personal items out in other areas when not in use.

BROKEN OR DAMAGED ITEMS

Any household items, furniture or fixtures that are broken or damaged by a resident must be repaired or replaced by the resident causing the damage. Repairs to building structures, equipment or appliances must be done by a professional that has been authorized by The 521. Any security deposit (if applicable) will not be

refunded if there are any repairs/replacement above normal wear and tear that are still needed at the time of move out.

CAMERAS AND RECORDING DEVICES

The use of audio, camera or video equipment by residents is not allowed without the express permission of those being photographed and/or recorded. There are security cameras on the property in outside areas which are the property of The 521. You are not guaranteed privacy in outside spaces and the owners of such cameras own the exclusive rights to all footage recorded. You may not place any recording devices outside or tamper with security devices. The 521 **may** employ a security system with the ability to obtain both video and audio recordings of the common areas (**you will be notified if this will be implemented**). All residents implicitly give permission to be photographed and video and audio recorded for security purposes. **By becoming a resident at The 521 you are agreeing to these terms.**

CHORES

You are required to willingly participate in daily/monthly house chores. Assignment of chores will be made by the House Manager and will be posted in the house. It is your responsibility to be sure you understand everything you are supposed to do to complete your chore assignment. Ask for clarification if you have any questions about your chore assignment.

DAILY CHORES MON-FRI: Daily chores must be completed immediately after morning devotion OR as soon as the resident returns to the house after work if they need to leave immediately after devotion for work.

DAILY CHORES SAT-SUN: Daily chores are to be completed anytime before 8pm.

MONTHLY DEEP CLEAN: The first Saturday of each month is designated for deep cleaning beginning at 9am until completed. Participation in deep cleaning chores is mandatory for all residents, weekend passes may still be requested as long as they start after this requirement is complete (see Weekend Home Passes). If you are required to work during the scheduled deep cleaning time, you must return to the house after work and complete your share of the chores on the same day and before leaving on any home pass.

COMMON AREAS

You will clean up after yourself throughout the day and night. All shared/common areas including outdoor areas should be treated with respect and courtesy and must remain clean and organized at all times. Do not leave personal items in these areas when not being used. **Sleeping in common areas is not allowed.** No burning of candles, wax, incense or any other items are allowed. No dishes, silverware, glasses, cups, pots, pans, or any other items are to be left in sinks, on the stove, or on counters after use. Each person will immediately wash, dry, and put away any kitchen items used. Reasonable noise levels are to be maintained at all times. Use television and/or radio/music at the lowest levels to not disturb others (use headphones in common areas.).

COMPUTER, TELEPHONE, CABLE, & INTERNET

The 521 does not currently provide a community telephone, computer, or cable. Internet wifi is provided, however, this perk may be cancelled at any time at the discretion of The 521 and is not a guaranteed provided service. There is currently a TV in each bedroom (to be shared by the residents assigned to that room) and in the living room that are connected to wifi for use. The 521 does not guarantee there will always be a TV in every room. Bring your own devices for other internet use.

CONSEQUENCES

Consequences will be given by the House Managers at their discretion. A warning may be given for a first offense at the House Manager's discretion. Warnings and consequences are not applicable to all rules or behaviors and are neither expressed nor implied to be guaranteed in lieu of eviction under any circumstances.

CURFEW & NO TRAFFIC TIMES

Curfew for all residents is 11pm every day and residents are not to leave the property before 6:30am. Having "no traffic times" encourages sobriety and also provides a stable and nondisruptive living environment for other residents. **Curfew is non-negotiable.** If circumstances arise that will prevent you from being on premises by curfew, **you must call the House Manager as soon as possible.** Text, email, voicemail, social media, or Messenger are not acceptable forms of communicating missed curfew. Even when proper procedure is followed, there is no grace/warning given for missed curfew. Certain exceptions **MAY** be made at the discretion of the House Manager. Exceptions **will not be considered** if the required phone call is not made and is only considered due to true emergency situations. **(Do not request an exception to curfew for anything other than an emergency, it will not be approved.) MISSING CURFEW WILL END RESIDENCY IN MOST CASES.**

****As a resident at The 521, you are required to text House Manager if another resident is not in by curfew or has left during the "no traffic time" (between 11pm and 6:30am). This provides a safer environment for all the residents and helps everyone achieve their sobriety goals through housemate accountability. You will be in violation of the house rules and subject to discharge/eviction if you fail to report as noted.****

DAILY DEVOTION

All residents are **required (no exceptions)** to attend and participate in the Daily Devotion Monday-Friday at 6am (Saturday & Sunday are not required). Residents will rotate leading/hosting the devotion for the day. You must sit up, remain awake, and keep your eyes open (participate). No cell phones are allowed in devotion. Devotion consists of reading from the house book (Christian) and sharing. Instructions for the meeting are posted in the house and attendance reporting is done for accountability (per posted instructions).

DISAGREEMENTS

Differences of opinion and disagreements should be discussed immediately and calmly among the parties involved. If an issue is not resolved, the House Manager may be consulted.

DRESS CODE

- Clothing must be modest and cannot contain any foul or sexual language, pictures or designs, or any reference to alcohol/drugs or witchcraft
- A shirt & shorts/pants must be worn in common areas (kitchen, living room, etc.) and outside

DRUG TESTING

Complete sobriety is required for residency at The 521. You must submit to drug/alcohol screening upon request. The house manager may designate residents to administer accountability drug testing on one another and report results. Refusal to take a drug or alcohol test will be deemed a positive test and will result in immediate eviction. If you fail a drug test you will be required to leave the premises immediately. You will have 48 hours to make arrangements to have your belongings picked up. Any items left after 48 hours will be discarded or donated.

EMERGENCIES

For fire or medical emergencies, call 9-1-1 immediately and also notify the House Manager. If you require treatment for a medical emergency, you must submit discharge paperwork to the House Manager upon return.

HOUSE MANAGER

The contact info for the House Manager is posted in the house. Do not share the House Manager's contact information with any person without the permission of the House Manager.

HOUSE MEETINGS

The weekly house meeting will be held by the residents onsite on each Sunday at 5pm. Meeting attendance is mandatory for all residents. Residents will use the meeting outline/instructions posted in the house for what to review in the meeting and report attendance as noted. House meetings are to address any items or issues regarding the house as a whole (has a different purpose than the Daily Devotion meetings held during the week.)

HYGIENE

You are expected to maintain standard hygiene standards such as regular bathing, brushing teeth, the use of deodorant/antiperspirant, wearing clean/fresh clothing, etc. out of respect to others living in a shared space.

INJURIES & DAMAGES

The 521 is in no way responsible or liable for any injuries, damages, or death to any resident or property **for any reason**, nor is The 521 liable on behalf of any other resident's negligence, etc. **Residents assume all risk and liability for themselves and their property** when participating in the sober living arrangement **regardless** of what party is the cause of any occurrence. This includes, but is not limited to, injury to themselves or another resident, or property of the residents. Residents may be required to sign an additional liability release agreement.

LAUNDRY

You are responsible for your own laundry, including bedding and towels. You are to work out a laundry schedule with the other residents (no laundry is to be done during quiet time hours). All your laundry needs to be completed and removed from the laundry area (do not start laundry you will not be able to finish timely). **You must clean the dryer lint trap after each use. No items except regular clothing and bedding may be put in the washer/dryer.** **You must provide your own detergent, do not use any detergent stored in the laundry area that does not belong to you. Also, do not take possession of or touch/handle any items of other residents on the property currently being stored in the laundry area(s). If residents have an issue working out their own laundry schedule, contact the House Manager and you will be assigned a day(s) and designated time period for laundry. You may not store any items in the laundry building except those for use of doing laundry without approval from the House Manager.

MAIL

You may NOT use the PHYSICAL address for The 521 for any mail, no exceptions. Any mail arriving at the physical address will be returned to sender. You are encouraged to get your own P.O. Box for mail. If you cannot, The 521 has a P.O. Box in Dickinson with the US Post Office you may use for **certain items** (see below). Mail for residents cannot be forwarded from the location after move-out. Therefore, residents **may use the P.O. Box address only for official mail from city, state, county, or federal agencies: probation/parole, driver's license, social security, etc.** The P.O. Box **MAY NOT** be used for any other personal mail or deliveries of any type, including but not limited to personal cards and letters, magazine or

product subscriptions, website orders, etc. For delivery items, residents will need to have orders sent to store for pick up or select a local lockbox delivery if offered by the carrier. P.O. Box mail will typically be picked up twice per week from the post office by the House Manager (or representative) and placed in the mail location inside the house. Residents are responsible for submitting a change of address **directly with any party they have given the P.O. Box to** after moving out (mail cannot be forwarded from P.O. Box). Mail for former residents will be held for a maximum of seven days after move out and then returned to sender. The 521 is not responsible to keep, notify you, or forward any mail that arrives after you have moved out of the residence.

MEALS

Each person is responsible for purchasing and preparing their own meals and completely cleaning up after themselves immediately after food prep (wipe appliances when needed as well). You will be assigned a section/area in the refrigerator and pantry or pantry alternative. All food items must be stored in airtight containers. Refrigerators must be cleaned out weekly. If you choose to leave personal cooking utensils in the kitchen, they are considered shared and may be used by any person. Standard kitchenware & utensils are provided for community use. Due to limited dining space in the house, eating is also allowed in **your personal space** in your bedroom (TV trays are provided) but areas must be thoroughly cleaned immediately after eating (including floors) and food/trash must be discarded in kitchen (not in bedrooms).

MEDICATIONS

Certain medications (whether prescribed or not) are not approved for residents in the house. Absolutely no narcotics, no benzodiazepines (Xanax, Klonopin, Lorazepam, Valium, etc.), no opiates (Hydrocodone, Vicodin, Morphine, Oxycodone, Fentanyl, etc.), no alternatives (Suboxone, Methadone, etc.), no Adderall, no sleep aids, no diet pills, no Kratom, no Lean, no mouthwash with alcohol or codeine, no cold or allergy medicine with alcohol or codeine. **This is not an exhaustive list.** Residents must disclose any medications they are taking or are prescribed when moving into the house for approval and notify the House Manager of any changes to their prescribed medications in the future to be sure any new medications are allowed for continued residency. **Medication approval for items not listed in this paragraph will be determined on a case by case basis depending on the type of medication.** Taking/using any medication that is not allowed will result in immediate removal/eviction from the house.

MOVING OUT

Voluntary Move-Out: The 521 requires a minimum of one-week notice (submitted via the online Notice to Vacate only) when a resident chooses to move out. The notice is to be submitted no later than Saturday at 6pm (when rent is due) for move out by the upcoming Friday at 6pm. For the final week, no rent payment is due as the "last week's rent" that was paid at move-in will be applied for the final week of residency. Residents agree to leave the rented space (bed, dresser, closet space, bathroom space, pantry space, refrigerator space, etc.) in a clean and sanitized condition free of all trash, debris, and any personal property. Residents agree to wash and dry all bedding and re-make the bed on the day of final move-out. Unless other arrangements are made with the House Manager, any personal property left behind at the time of move-out must be picked up within 48 hours, after which time the items will be considered abandoned property and will be either donated or discarded at the discretion of the House Manager. Any prepaid rent is nonrefundable.

Involuntary Move-Out/Eviction: Residents who are evicted and required to leave the premises, whether immediately or by an imposed date (determined by the House Manager), will forfeit any security deposit and prepaid rent, and must take all personal belongings with them at the time of move-out. Unless other approved arrangements are made with a House Manager, any personal property left behind at the time of move-out must be picked up within 48 hours, after which time the items will be considered abandoned property and will be either donated or discarded at the discretion of The 521.

****The pick up of personal property must be SCHEDULED with the House Manager present. The former resident (once evicted and/or moved out) is not to come onto the property (inside or outside) except for the SCHEDULED and approved appointment to pick up personal items made with the House Manager. If the former resident comes onto the property outside of this, it will be considered CRIMINAL TRESPASSING and charges WILL be filed.**

NEIGHBORS

Residents are expected to be good neighbors and not just “non-disturbing” neighbors. Be respectful of the property lines and do not enter the neighbors’ property. Be mindful of noise levels and be kind and courteous in all interactions with any neighbors. Any potential disputes should be immediately reported to the House Manager. Under no circumstances are residents to approach any neighbors (or their guests, etc.) of The 521 for rides/transportation, or make requests for money, goods, or any other items or assistance.

OTHER GENERAL HOUSE RULES

- No furniture or other items inside belonging to the house may be taken outside, including chairs.
- The regular weekly trash for The 521 may be discarded via the trash cans/service at the house. EXCESSIVE TRASH or discarding of your personal items using the house trash service is prohibited and will result in a \$50 disposal fee per occurrence that will be due immediately & if not paid, will reduce your paid rent days by (2) at \$25 per day.
- Do not post the physical address of The 521 publicly for the privacy and safety of other residents.
- Do not post any photos publicly that discloses the house location or that include other residents or their property (including vehicles/license plates).
- Overall noise levels are not to be excessive where neighbors would be disturbed. NEIGHBOR COMPLAINTS ARE TAKEN VERY SERIOUSLY AND CAN RESULT IN EVICTION OF A RESIDENT.
- NO SPACE HEATERS OR EXTENSION CORDS MAY BE USED.

PERSONAL PROPERTY

Residents accept full responsibility for the safekeeping of all personal property. The 521 is not responsible for any lost, damaged or stolen property. The 521 is not responsible and does not maintain insurance coverage on any resident’s personal property. Any items of significant monetary or sentimental value should be stored elsewhere. You may not use, consume, or take possession of any other resident’s personal property without their permission. You may not bring/store furniture, rugs, or other similar types of personal property or any other personal items that exceed what your allotted storage space in the unit can store.

PETS

No pets are allowed at The 521 and residents are not to feed, care for, or encourage any stray animals that may enter the property from time to time.

QUIET TIME

11pm-6am Mon-Fri and 11pm-8am Saturday & Sunday are designated quiet hours. During this time keep lights off or on low (must be off in bedroom area), keep voices hushed, no music unless using headphones or earbuds, and avoid any activity that creates noise or a mess.

RELAPSE

If you relapse during your stay at The 521 you will be required to leave the premises immediately and you will have 48 hours to arrange to pick up your belongings according to the move-out rules.

RENT

Any rent already paid will be forfeited (nonrefundable) if you are evicted due to a rule violation. Rent is charged per week (the amount is noted in your rental lodging agreement) and must be paid in advance. Rent is due by 6:00 pm on Saturday each week (covers that Saturday through the upcoming Friday). **Rent is to be paid through the online link only** (no cash or in person payments are accepted). If you do not have an account at a local bank you can set up a free Chime account as an option for rent payment use. (Chime allows you to make deposits easily at a local CVS, Walgreens or through your employer and the debit card can be used online to pay rent through the house link.) If rent is not paid on time, you must leave the property and take all personal belongings with you by 6pm on the upcoming Friday (your last week's rent that was paid in advance at move-in will be applied for this week). **You will not be given a separate notice to move out, door codes and key access will not work after the move out date/time.** *No rent amounts already paid are refundable. (See "MOVING OUT" for more details of what is required when moving out.) If you catch up your rent prior to the move out date/time and the bed is not already offered to another individual, you MAY be approved to continue residency (this is not offered often since a pattern of late rent is not allowed when staying in the house.) If you will not be paying rent because you will be moving out, you are required to submit the online Notice of Vacate (no calls or texts) instead when rent is due on Saturday. If you submit the Notice to Vacate, you must move out by 6pm on the upcoming Friday and take all your personal belongings with you. Your "last week's rent" that was paid at move-in will be applied to the final week. If you fail to give this notice you will not be reconsidered for residency in the future if you apply.

RESTRICTED AREAS

You may not enter anyone else's bedroom or their personal storage space(s) without express permission of that resident. You may not use another resident's assigned parking space (if spaces are assigned) as they are considered personal storage space. If you access the property designated for use by another resident on the property (OR ALLOW/ENABLE ANOTHER PARTY ACCESS), that resident, the House Manager, or the owner of the property may press charges against you for criminal trespassing.

SAFETY/SECURITY

All residents are responsible for safeguarding the safety and security of the property and all occupants. Never leave any doors or windows unlocked unattended. All residents will be issued a personal door code and possibly a key to the unit. You are forbidden to share these codes/keys with anyone. Fire and Emergency plans will be reviewed upon admission. Residents are responsible for being familiar with emergency plans and fire exits.

SMOKING/VAPING

Smoking or vaping is allowed **outside only**. **NO VAPING INDOORS EITHER**. Cigarette butts must be **fully extinguished and must be discarded in the designated locations only**. They are not to be thrown on the ground or in trash cans (to eliminate fire hazards). Any cigarette receptacles must be emptied regularly by smoking residents to eliminate fire hazards.

SPONSORS/MENTORS, 12-STEP MEETINGS, AND CHURCH

The 521 is to be a community living space of other men who are of a like mind in maintaining their sobriety and growing spiritually. Sponsorship and church/12 step recovery meeting attendance has been shown to play a **key role** in maintaining sobriety successfully. All residents are strongly encouraged to select a home church and recovery group and be actively involved there and to participate in activities in the 12-Step recovery community. **All residents are required to attend a home church on a regular basis.**

VEHICLES

Residents must attain authorization from the House Manager before they will be allowed to bring a vehicle on-site. Drivers must have a valid driver's license and maintain current registration and insurance. Auto repair is not allowed on the property without approval by the House Manager and vehicles must be in operating/running order or they will be towed. (Any tow fees or vehicle storage fees will be at the resident's expense.) Residents approved to have a vehicle on-site must park in their designated area/space only. Vehicles are subject to search for contraband items at any time. Residents of The 521 may request approval for parking for (1) vehicle only. Authorization will not be given to park other items (such as jet skis, boats, trailers, etc.)

VISITORS

There are NO visitors allowed on the property AT ANY TIME. All residents understand that during their stay at The 521, they will need to visit friends and family off site.

****NO ONE OTHER THAN THE RESIDENTS ARE ALLOWED ON THE PROPERTY (INSIDE OR OUTSIDE) FOR ANY REASON. ANY VIOLATION OF THIS WILL RESULT IN IMMEDIATE EVICTION. If someone is giving you a ride, you will need to meet them outside (OFF of the property) and instruct them to park along the side street without blocking the driveway in/out of the property. NO vehicles are authorized to park on the side street unattended. This is only allowed for pick up/drop off. As soon as your ride arrives and you get in the vehicle, you must leave the premises/surrounding area of the property (no loitering). IT IS YOUR RESPONSIBILITY TO COMMUNICATE THIS RULE CLEARLY PRIOR TO GIVING THE ADDRESS TO ANOTHER PARTY TO PICK YOU UP, IF IT IS VIOLATED IT WILL RESULT IN IMMEDIATE EVICTION.****

Law Enforcement/City Officials: Should any member of law enforcement arrive unannounced on the premises without a warrant, you will not allow them access until you speak with the House Manager and obtain permission to do so. You will inform the officer that you don't have the needed authority for the house and will need to contact the owner before allowing them access. You will obtain their full name, badge number, agency, and contact number to verify their identity and association and immediately contact the House Manager by phone call to alert them of the situation and give them the person's name, badge number, agency, and contact number. You will not interact with the officer unless specifically instructed to do so by the House Manager. If a law enforcement officer arrives with a warrant, you will cooperate fully and immediately contact the House Manager by phone call to advise them of the situation and receive any additional instructions. Should any representative from a city, county, or state agency or office arrive unannounced on the premises you will not allow them access until you speak with the House Manager and obtain permission to do so. You will inform the representative that you don't have the needed authority for the house and will need to contact the owner before allowing them access. You will obtain their full name, agency, and contact number to verify their identity and association and immediately contact the House Manager by phone call to alert them of the situation and give them the person's name, agency, and contact number. You will not interact with the representative unless specifically instructed to do so by the House Manager.

WEEKEND HOME PASSES

Upon completion of 30 days residency **and 90 days sobriety**, you may begin requesting weekend home passes. Passes are from Friday any time after Daily Devotion (and daily chore assignments are complete) through Sunday 5pm. **You must return and be present/on time for the weekly house meeting on Sunday.** ***Weekends containing the 1st Saturday of the month**, pass starts on Saturday after deep cleaning chores in house are complete, ends Sunday 5pm. **You may not return from a weekend pass during the no traffic times of the house.** To request a weekend pass, residents must submit the "[Weekend Home Pass Notice/Request](#)" via the online link by 8pm on Thursday for the upcoming weekend. Passes are automatically approved as long as they are requested for weekends that fall on or after the start date for that resident's

passes, the notice was submitted by 8pm on Thursday, and there has not been any direct communication between the house manager and the resident regarding any restrictions on passes at that time. Passes that do not meet this criteria will not be approved. Being off property overnight outside of an approved pass will be considered a “walk-out” and you will forfeit your residency and any prepaid rent. Random drug tests will be performed upon return to the house when weekend passes are taken.

WORK

Residents must be gainfully employed (or obtain employment within 2 weeks of move in) and work at least an average of 30 hours per week (even if they have sources of income to pay rent without working or another party pays their rent). Residents may not work anywhere that promotes a non-Christ like lifestyle (bars, strip clubs/restaurants like Hooters, casinos, etc.), or at any job that requires them to be absent from the house during the “no traffic times” of the house (between 11pm curfew and 6:30am every day) or the weekly house meeting (Sunday at 5pm). If a working resident becomes unemployed, they must notify the House Manager immediately by submitting the “[General Info or Issue/Incident Submission](#)” form (online link posted in house). Residents will need to obtain new employment within 2 weeks to remain a resident of the house. Rent is still due in full on time to continue residency for all residents.

VIOLATION OF ANY RULE MAY RESULT IN IMMEDIATE EVICTION. HOUSE RULES & REQUIREMENTS ARE SUBJECT TO CHANGE AT ANY TIME AT THE DISCRETION OF THE 521. ANY RULES ADOPTED OR CHANGED WILL BE MANDATORY AND WILL APPLY TO ANY CURRENT RESIDENT OF THE 521. I have read, understand and agree to abide by all house rules for The 521. I understand that only non-medical treatment support is available at The 521 and The 521 is not subject to licensure or regulation by the Texas Commission on Alcohol and Drug Abuse as the house is solely Christ-centered in nature encouraging recovery methods using prayer, Christian 12-step programs, etc.

PRINTED NAME OF RESIDENT

DATE

SIGNATURE OF RESIDENT

SIGNATURE OF HOUSE MANAGER

DATE

THE HOUSE MANAGER’S CURRENT CONTACT INFO IS POSTED IN THE HOUSE.