



Residency Agreement

This Residency Agreement (“Agreement”) is entered between _____ (“Participant,” “You,” “I”) and Sunlight Sober Living LLC.

Sunlight Sober Living LLC is a transitional living facility for individuals who are recovering from alcohol or substance abuse. Sunlight Sober Living LLC is dedicated to providing the highest level of care and has established a set of standards in order to ensure Program Participants receive a safe, stable, and most importantly, transitional environment in order to achieve a high level of success in recovery.

All policies and procedures outlined within this Agreement and any applicable subsequent amendments are in full force and effect during Participant’s entire residency at Sunlight Sober Living LLC. Violation of any policy or procedure outlined within this Agreement will result in disciplinary actions including, but not limited to, expulsion.

1. TOTAL ABSTINENCE FROM ANY MIND ALTERING SUBSTANCES.

This provision includes any substances containing alcohol, such as mouthwash, cough syrup, any narcotic pain medications, or non-alcoholic beer and wine as well as Synthetic Cannabinoids such as Spice, K-2, etc. This provision must be followed by all participants even if one or more substances listed above are not a trigger as it may be a trigger for another Program Participant. If at any time your medication is changed, please call your manager to ensure said medication is permitted in the house. Please notify your doctor or dentist know you are an addict or alcoholic. **ANY VIOLATION WHATSOEVER, WILL RESULT IN IMMEDIATE DISCHARGE FROM THE PREMISES WITHOUT REFUND.**

Initial _____

2. ATTENDANCE OF HOUSE MEETINGS

Participant is required to attend all house meetings. These meetings are one of the few times all members of the house are together and are essential in building a cohesive community. Meeting participation is one of the most important aspects of living at Sunlight Sober Living LLC. Exceptions may be permitted but they must be authorized in advance by the house manager.

Initial _____

3. PROGRAM PARTICIPATION

Participant is required to participate in a structured program toward sobriety under the direction of a sponsor/counselor.

Initial _____

4. RESIDENCY AND CURFEW

Participant is required to reside overnight at the house for the first thirty days following admission and adhere to the 12:00 A.M. curfew. The new participants need to be in a safe environment as often as possible. Spending time at the house builds relationships with other participants who have varying lengths of sobriety and helps create cohesion throughout the house.

Initial _____

5. OBTAIN EMPLOYMENT

Participant must obtain employment or volunteer work or enroll in school within 30 days of initial date of admittance and provide house manager with employment or school schedule. If your employment or school situation changes, immediately notify the house manager. Failure to meet this requirement may result in immediate discharge.

Initial _____

6. RELATIONSHIPS.

Participant is prohibited from becoming involved in relationships with other participants. We are a family at Sunlight Sober Living LLC so any two people who isolate from the family group or become involved in a relationship takes away from the family spirit. No physical/romantic relationships allowed. Failure to adhere to this rule will result in immediate discharge.

Initial _____

7. CHORE COMPLETION

Participant should take pride in the home by completing assigned chores on time and picking up after themselves. Chores will be assigned by House manager. Living in a clean and organized house builds character and self-esteem. Failure to do so will result in serious consequences.

Initial _____

8. VOLUNTEER FOR SERVICE.

Participant is required to volunteer for at least one service position on a regular basis.

Initial _____

9. READ RECOVERY LITERATURE.

Participant is required to read and review spiritual/recovery literature on a daily basis.

Initial _____

10. SUNLIGHT SOBER LIVING LLC IS YOUR HOME AND TREAT IT AS SUCH.

Please help keep OUR house neat so that it is a desirable places to live. Take pride in your house. This takes a consistent, concerted effort by all participants.

Initial _____

11. BE SUPPORTIVE TO OTHERS IN THE SUNLIGHT COMMUNITY

Initial _____

12. TAKE DIRECTION FROM THE HOUSE MANAGER

Participant is required to follow the direction of the house manager.

Initial _____

13. KEEP SUNLIGHT SOBER LIVING COMFORTABLE AND NEAT

Participate is required to maintain their smells, sights, and sounds in order to maintain a comfortable living space and not impose on other participants. Residences are subject to inspections and failure to maintain a clean living environment may result in discharge.

Initial _____

14. SUNLIGHT SOBER LIVING LLC WILL NOT TOLERATE DISCRIMINATION,
DEROGATORY OR THREATENING BEHAVIOR

Any combative or abusive behavior towards any Sunlight employee or other participant will be grounds for immediate discharge without a refund.

Initial _____

15. RESPECT OTHERS' PROPERTY

Do not take other participant's food or personal property. Violation is grounds for immediate discharge from the house without a refund. Sunlight Sober Living LLC discourages its participants from lending money or valuable possessions because damage or loss could lead to resentments, which would negatively affect the family spirit.

Initial _____

16. DISCHARGE FROM SUNLIGHT SOBERLIVING.

Immediate discharge will occur for any of the following behaviors:

- a. Use of drugs or alcohol on or off the property.**
- b. Failure to inform management that another participant is using drugs or alcohol.**
- c. Vandalism or destruction of any form to the house, property, or any of the other participants' personal property.**
- d. Theft of any kind (food, property, etc.)**
- e. Relapse, regardless of the circumstances.**
- f. Threatening or abusive behavior.**
- g. Abusive verbal behavior or bullying.**
- h. Failing to adhere to house rules and curfews.**

- i. Failure to obtain employment, go to school, or volunteer within the first 30 days.**
- j. Possession of any firearms, weapons, or fireworks.**
- k. Not taking direction from a house manager.**
- l. Fraternalization with other participants.**
- m. Violence or threats of physical violence.**
- n. Refusal to provide a urine sample and or alcohol test.**
- o. Non-payment of housing fees.**

Initial _____

17. TERMINATION

- a. A thirty (30) day notice is required prior to moving out.
- b. Upon leaving, Participant's bedroom must be thoroughly cleaned.
- c. Any Participant expelled for any reason will not be permitted to return to the premises as a Participant.
- d. Upon expulsion, personal belongings must be picked up within 30 days or the belongings become the property of Sunlight Sober Living LLC. Participant's account must be current in order to receive personal belongings.
- e. Prepaid rent monies and security deposits will not be returned if Participant was expelled for a rule violation or relapse.

Initial _____

18. PROGRAM FEES

Participant agrees to pay the program fees outlined in the Financial Agreement, which is incorporated herein by reference.

Initial _____

19. ACKNOWLEDGEMENT

Participant hereby acknowledges and affirmatively states:

- a. I am fully and adequately informed of the nature of the program and understand the risks that may be inherent to the program.
- b. I am currently of sound mind and not under the influence of any drugs or alcohol.
- c. I understand that I will be living in shared housing and am solely responsible for the safekeeping of my property.

Initial _____

20. RELEASE AND HOLD HARMLESS AGREEMENT

Participant is fully and adequately informed of the nature of the programs in which Participant wishes to participate, and hereby assumes full responsibility for the risk of injuries, whether due to the negligence of Sunlight Sober Living LLC or otherwise, and agrees to indemnify Sunlight Sober Living LLC from any loss, liability, damage, or cost Sunlight Sober Living LLC may incur due to the injuries suffered by Participant.

Participant hereby releases, waives, and discharges Sunlight Sober Living LLC, its owners, officers, employees, advisors, and assigns from all liability to Participant for any and all injury, loss or damage to Participant on account of injury to Participant or Participant's personal property, including injury resulting in the death of Participant, while Participant is participating in the program.

Participant agrees to be financially liable and responsible for any and all medical costs related to any injuries occurring while participating in Sunlight Sober Living LLC or while living at any Sunlight Sober Living LLC property.

Participant agrees to never institute suit or action against the Sunlight Sober Living LLC for damages, cost, expenses, or loss of services resulting from injuries arising from participation in the program.

Initial _____

21. NO RIGHTS CREATED

Participant understands and agrees that participation in the Program creates no enforceable property or personal right for Participant's benefit. Participant has no right to participate in the program and may be terminated from the Program at any time. Participant further has no interest or right to any Sunlight Sober Living LLC property to which Participant may have access or be granted use while in the Program.

Initial _____

22. LANDLORD TENANT LAWS

Participant agrees that Participant is not protected by, nor will Participant invoke any protections of local landlord tenant laws.

Initial _____

23. NO EMPLOYMENT RELATIONSHIP

Participant acknowledges and agrees that any work performed by Participant as part of the program is done as a volunteer and does not create an employment or independent contractor relationship between Participant and Sunlight Sober Living LLC. Participant further acknowledges that such work is a requirement of the program and Participant is not entitled to any compensation for such work.

Initial _____

24. ATTORNEY'S FEES

In the case of default on any portion of this Agreement and Sunlight Sober Living LLC files suit, Participant is liable for reasonable attorney's fees.

I have read and understand the Sunlight Sober Living LLC Residency Agreement and agree to abide by such Agreement. I understand that Sunlight Sober Living LLC retains the right to create additional rules as needed. I agree to abide by any such future rules. I understand that failure to abide by these rules may result in sanctions, including immediate discharge from Sunlight Sober

Living LLC. I further understand that Sunlight Sober Living LLC has full discretion to determine the appropriate consequence for violation of these rules.

Program Participant Signature

Manager Signature

Date

SUNLIGHT SOBERLIVING FINANCIAL AGREEMENT

ADMINISTRATIVE FEE

We collect an administrative fee of \$_____ upon being admitted into a house. This fee must be paid in advance in order to reserve a bed. This is a **non-refundable fee** and will be collected at each admission. If you discharge from a house and come back within 30 days, this fee will be waived.

Initial _____

1. MONTHLY FEES

Monthly bed fees of \$_____ are due at the time of admission to the house. There is a one-month minimum commitment. The second month fees will be prorated based on the number of days the participant was in the house the first month.

Initial _____

2. PAY FEES ON TIME

All bed fees are due by 10:00 PM on the first day of the month. There is a 3 day grace period. After the third day, late fees of **\$50.00 PER DAY** will begin to accrue. If the fee is not paid by the fifth day of the month, the participant will be asked to vacate the property.

3. URINE ANALYSIS (UA) TESTS

UA tests will be conducted biweekly on a random basis or when the house manager feels a participant may be under the influence of a mind-altering substance and are conducted at the cost to Sunlight Sober Living LLC.

Initial _____

4. **PAYMENT METHODS**

Sunlight accepts checks, money orders, cashier checks, cash, or debit/credit cards. All authorizations to process debit/credit cards must be made in writing and may be emailed to Robert@SunlightSoberLiving.com

Initial _____

5. **RE-ADMITTANCE FEE**

Failure to adhere to our fee policy and/or our behavior standards may result in discharge. If discharged from a house for non-compliance to any Sunlight Sober Living's Standards, participant must pay a re-admittance fee of \$200, after the participant has been discharged and has a minimum of 30 days.

Initial _____

6. **REFUND POLICY**

There are **NO REFUNDS** of monthly bed fees paid to Sunlight Sober Living LLC. If a participant is planning to vacate mid-month, coordinate partial payment with the administrative staff **PRIOR** to paying a full month's bed fee.

Initial _____

I hereby acknowledge that I have read and understand this Financial Agreement and will adhere to the above payment plan.

Program Participant Signature

Manager Signature

Date

SUNLIGHT SOBERLIVING MEDICATION POLICY

THE FOLLOWING ARE THE GUIDELINES AND RULES FOR MEDICATIONS. ANY VIOLATIONS MAY RESULT IN DISCHARGE FROM THE HOUSE

1. MEDICATION APPROVAL

All medication must be approved by the house manager before brought into the house. If your prescription changes during your time with us, you must notify the house manager.

Initial _____

2. PRESCRIPTION MEDICATION

Participants must follow all doctors' orders regarding prescription medications and failure to follow doctors' orders in taking medications will result in discharge from the program.

3. MEDICATION SECURITY

Participants must store all medications in a lock-box, and a spare key must be given to the house manager. If you do not have a lockbox, you will be able to put it in the house manager's safe.

Initial _____

4. MEDICATION DISCRETION

Prescribed medications should never be discussed with another participant, only the house manager. Talking about your medication with another participant could result in being discharge.

Initial _____

5. OVER-THE-COUNTER MEDICATION

Any abuse of over-the-counter medicines will result in discharge from the program.

Initial _____

6. EMERGENCY MEDICATION

If you have an emergency or scheduled doctor/dentist appointment, where you are given any narcotic or benzodiazepine, you must contact your house manage immediately with proof of prescription and/or permission to contact your healthcare provider.

Initial _____

I hereby acknowledge that I have read and understand this Sunlight Sober Living LLC Medication Policy and will adhere to the above rules.

Program Participant Signature

Manager Signature

Date _____

Sunlight Sober Living LLC Admission Information

Full Name (First, Middle, Last): _____

List Of Medications: _____

Previous Address: _____

Email Address: _____

Cell Phone Number: _____ Alternative Number: _____

Date of Birth: _____ SS#: _____

ID/Driver's License (#/State): _____

Emergency Contact Name: _____ Relationship: _____

Contact Cell Phone Number: _____ Contact Alternative Number: _____

Have you ever been convicted of a crime? _____ Yes _____ No (If Yes, Please explain below)

Are you presently in a court case or in the legal system with charges pending _____ No (If Yes, Please explain below)

List any (current) Parole or Probation Officers and contact numbers:

Have you ever been in a Treatment Facility? _____ Yes _____ No (If yes, which one?)

Entry Date _____

How did you hear about us?
