Moab House Inc.

Moab House Resident Handbook

Welcome Home!

1960 E. Countyline Rd Building 8, Mineral Ridge OH 44446



Welcome to Moab House- The Place Before the Promise!

Table of Contents

- Welcome to Moab House
- The Moab House Method
  - Our Mission
  - Our Method
- Three Phases of Learning
  - Phase 1: Demonstration Phase
  - Phase 1: Success Benchmark
  - Phase 2: Observation Phase
  - Phase 2: Success Benchmark
  - Phase 3: Integration Phase
  - Phase 3: Success Observation
- Program Benefits
  - Independent Living Skills
  - Build Credit
  - Letter of Recommendation
  - Transportation Assistance
  - Family Environment
- Introduction of Staff
  - Meet our House Parents
  - Meet our Executive Director
- Policies, Information, and Expectations
  - Alcohol
  - Appliances
  - Borrowing/Lending/Stealing
  - Care of Your Room
  - Chores
  - Cleanliness and Room Inspections
  - Community Standards and Expectations
  - Consolidation
  - Computers/Printing
  - Conduct Process
  - Cooperation with Staff
  - Common Areas
  - Courtesy Hours
  - Courtesy Notice
  - Curfew
  - Cursing
  - Disciplinary Actions
  - Disruptive Behavior
  - Door Policy (Entrance/Exit)
  - Dress Code
  - Drugs
  - Expectations for Residents
  - Fire Alarms and Drills
  - Fire Hazards
  - Firearms and Weapons
  - Furniture and Equipment
  - Guest Policy
  - Insurance (Renters and Health)
  - Internet Service/Telephone/Cable Services
  - Inspection of Packages
  - Key Code/Keys- House Entry

- Laundry
- Legal
- Living Arrangement Agreement
- Living Arrangement Agreement Termination Policy
- Mail
- Mail Forwarding
- Meals/Snacks
- Medical Emergencies
- Parking
- Pets
- Photographic and Recording Equipment
- Physical or Verbal Abuse
- Picking Your Apartment
- Post Office
- Prohibited Items
- Recommended and Provided Items
- Recommended Items
- Room Capacity
- Room Changes
- Room Inspections
- Room Entry/Room Searches
- Safety and Security
- Schedule
- Security Cameras
- Sexual Crimes
- Sexual Relations
- Smoking
- Soliciting or Selling
- Sports/Recreational Equipment
- Theft/Damages
- Tornadoes/Severe Weather
- Trash
- Trauma-Safe Bathrooms
- Unauthorized Property/Unauthorized Areas
- Using Network Services
- Vaccinations
- Vandalism and Damages
- Weekly MYA Meetings
- Windows and Screens
- Your Address

Welcome to Moab House

This Handbook is intended to inform residents, known as MYA's (Moab House Young Adults) about the important aspects of living in our home. One of your first responsibilities as a MYA is to read and understand this information. All information contained in this handbook is subject to change at any time. The most recent version of this handbook can be found online at moabhouse.org/housing.

In this handbook you will find all the necessary documents that you will need in order to determine if Moab House is right for you, to learn about how you would live at Moab House, and how to sign up or get on our waiting list!

We are so excited for you!

The Moab House Team

<back to menu>

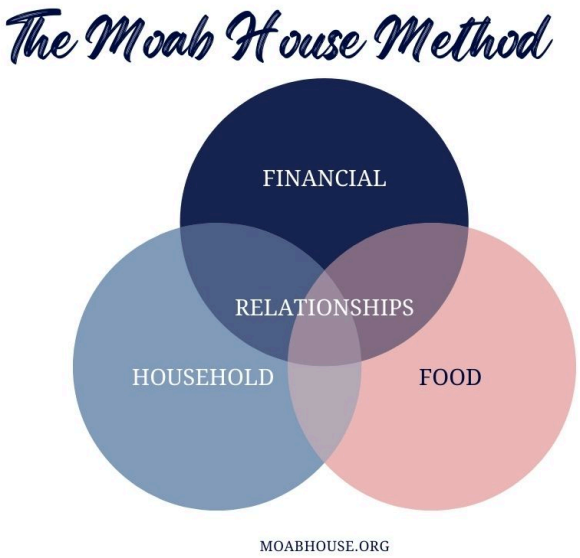
The Moab House Method

Our Mission

The Moab House mission is to provide transitional housing to former foster youth ages 18-21 who have emancipated out of the foster care system and to teach them the necessary skills for independent living through the Moab House Method.

Our Method

The Moab House Method is a process that simulates independent living by teaching necessary skills in the areas of Financial Planning and Management, Household Planning and Management, Food Planning and Management, and Relationship Building.



<back to menu>

Three Phases of Learning

The Moab House Method is taught in three phases which include Demonstration, Observation, and Integration.

Phase 1: Demonstration Phase

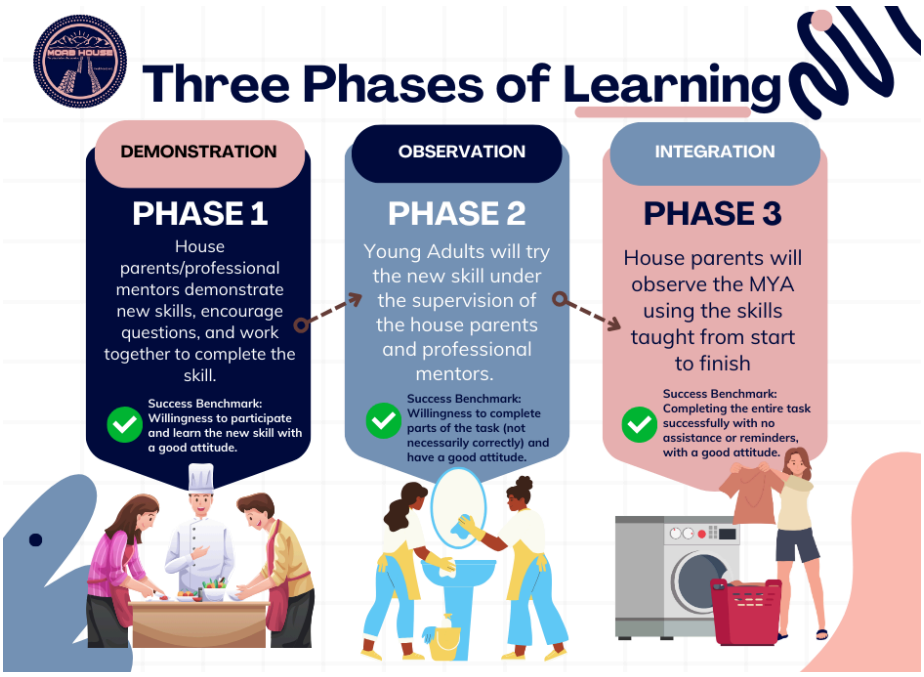
In Phase 1, the House Parents and/or Professional Mentors will begin exposing the MYA to learning and hands-on tasks in the areas of Financial Planning and Management, Household Planning and Management, Food Planning and Management, and Relationship Building. Phase 1 allows the opportunity for MYA's to ask questions about each subject area and practice the skills necessary to be successful.
Phase 1: Success Benchmark: The success of Phase 1, the Demonstration Phase, is measured by the MYA's willingness to participate and learn the new subject matter with a good attitude. Success at this level is NOT measured by the MYA's ability to learn the subject matter quickly. Our goal is for the MYA to hear, see, and absorb the subject matter without the feeling of needing to rush through this process. It is okay if things don't click or are difficult at first.

Phase 2: Observation Phase

In Phase 2, the House Parents and/or Professional Mentors will observe the MYA using the skills they have learned to start/assist with and/or complete various tasks within the areas of Financial Planning and Management, Household Planning and Management, Food Planning and Management, and Relationship Building.
Phase 2: Success Benchmark: The success of Phase 2 is measured by the MYA's willingness to complete parts of the task with a good attitude. Success at this level is NOT measured by being able to complete the entire process from start to finish. This will come!

Phase 3: Integration Phase

In Phase 3, the House Parents will observe the MYA self-starting, and using the skills they have learned to complete the entire process from start to finish.
Phase 3 Success Benchmark: The success of Phase 3 is measured by the MYA completing tasks from start to finish and without being asked, reminded, or assisted.



Program Benefits

Independent Living Skills
While at Moab House, you will learn the skills necessary to be successful in the areas of Financial Planning and Management, Household Planning and Management, Food Planning and Management, as well as Relationship Building. These skills will help you establish your own home, friendships, and even marriage.

Build Credit
Establishing good credit is important, and crucial for being able to rent an apartment, buy a car, or even a house. Each month that your rent is paid on-time, this information will be reported to all three credit bureaus.

Letter of Recommendation
At the end of your time with us, providing you are leaving on positive terms- you will receive a letter of recommendation that will help you with future employers, creditors, colleges, and other personal endeavors.

Transportation Assistance
As a MYA at Moab House, you don't have to wonder how you will get around. Our House Parents will work with you to make sure that they know your schedule and get you where you need to be.

Family Environment
When you come to Moab House, we will welcome you into our family with open arms! We are excited for you and can't wait to watch you grow. Although you will become part of our family and you will live in a family eco-system, BUT your choices are yours. Moab House is not a group home nor does it have a top-down management style. This means YOU are in the driver's seat. YOU get to wake up each day and choose to grow from this experience or not. By saying YES to Moab House, you are saying YES to a learning experience that will allow you to not only be successful in adulthood and independent living, but also to earn Moab House's seal of approval or our vote of confidence that you can do this! Although we would love for you to live in our nest forever, our goal is to train you up as quickly as possible and let you fly!



<back to menu>

Introduction to Staff



Meet our House Parents

Meet Lori & Sati! The most important people to you will be your House Parents. This couple has dedicated their lives to foster kids, in and out of the system. The house parents are trained to serve MYA's (Moab House Young Adults) as a leader, advisor, mentor, teacher, and resource person.

Core responsibilities of our house parents include assisting our MYA's in their transition from foster care to independent living, handling daily operations of the house, teaching skills in the areas of financial planning and management, food planning and management, household planning and management, as well as relationship building, and maintaining an atmosphere that enables our MYA's to feel supported and to learn all they can so they are prepared to step into their own independent living environment.

Meet our Executive Director



Meet Marcie! Since late 2019 when the Lord dropped the vision of Moab House into her heart, she has worked hard to make the vision for transitional housing a reality. Marcie has a heart for kids of all ages. From the beginning of her walk with the Lord she always found herself helping in the church nursery, helping with kids ministry, leading a Junior Bible Quiz team, and even being part of the youth ministry leadership team. It is her desire to see that our MYA's feel safe, loved, and productive at Moab House, and they they are equipped with the tools they need to be successful.

<back to menu>

Our Reason

Jesus. Our Reason. We aren't shy about our love for Jesus and the fact that His death, burial, and resurrection saved us from our sins- and for just that fact alone, we are grateful to Him and serve Him with all that we have. Although we build our lives around this truth and we would love for you to know HIm too, we understand that people even told Jesus "no."

Moab House was born out of God's heart and how much He loves His children. He tells us in the Bible that pure religion is helping the orphan and the widow. In late 2019 the Lord laid it strong on Marcie's heart that she was going to provide housing to former foster youth. Four years later the vision finally became a reality. God had foster kids in His heart when He told her to start Moab House. Isn't He good?! Although we are happy to share Jesus with you, pray with or for you, and even take you to church, we will not push the Lord on you. Jesus never pushed Himself on people, He just loved them whether they accepted Him or not. So out of honor for Jesus and out of love for you- we will respect whatever you choose.

You do not have to be a Christian to live at Moab House, and will never be forced or coerced into Christianity because you live here. We hope this helps you understand our heart on the matter. We do this because Jesus loves you, and so do we!

Policies, Information, and Expectations

Alcohol

The use or possession of alcoholic beverages in Moab House or on the Campus of Care property and disorderly conduct due to consumption of alcohol is strictly prohibited. Empty alcohol bottles are also prohibited. Residents are held responsible for any alcohol containers in their apartment.
Underage drinking is a violation of state laws and will be treated as such by Moab House staff and law enforcement. Please note that residents will also be held responsible for the actions of their guests. Moab House has the right to inspect your packages and/or bags/purse if they suspect that they contain alcohol.
Alcoholic beverages will be confiscated and disposed of. If you are so intoxicated that you may be a danger to yourself or others, you will be transported to a hospital for treatment. Underage drinking and other criminal violations will be referred to the proper authorities..

Your Supportive Services Liaison will be alerted of any and all alcohol violations.

<back to menu>

Appliances

Each resident is permitted to purchase a mini refrigerator to keep in their apartment. Additional refrigerators or microwaves are not permitted in apartments. Other cooking appliances are prohibited, with the exception of Keurig (or Keurig-like) brewing systems, which have internal heating elements and auto shut-offs.

Moab House has a kitchen that contains a stove, oven, microwave, and refrigerator. You are responsible for cleaning the kitchen and appliances when you are finished using the space. You are responsible for shutting off the stove, oven, microwave, and keeping the refrigerator doors closed.

If you are irresponsible regarding fire safety (repeated fire alarms due to burnt food), you may be subject to disciplinary action.

<back to menu>

Borrowing/Lending/Stealing

Do not ask another MYA to borrow their belongings or money.

Do not lend your belongings or money to another MYA.

Do not leave your belongings or money in common areas or bathrooms.

Do not steal. Stealing is taking things that don’t belong to you.

If you are in need of something, please talk to your house parents. If you struggle with stealing, please talk to your house parents.

<back to menu>

Care of Your Room

It is your responsibility to take care of your apartment and its furnishings. This includes keeping your space clean and refraining from defacing the walls, ceilings, floors, and doors through the use of paint, nails, glue, screws, or other damaging fasteners. We recommend that you use tape or command hooks to hang items, as needed. Residents should not hang anything from the ceiling due to fire safety considerations. Intentional damage or defacement of Moab House property (i.e. your room or common areas) or the Campus of Care will be considered an act of vandalism and is punishable by law.

You are responsible for leaving your apartment in the same condition you found it. Upon the termination of your Living Arrangement Agreement or transfer to a new room has been approved, if damages are found in your apartment that appear to be significant or intentional, you will be responsible for applicable charges. Belongings left in your apartment after you vacate will be donated to a local charity or disposed of. If you fail to clean your apartment after you vacate, you will be charged to have it cleaned.

Items, including posters, signs, etc. that may be harassing, derogatory, or obscene to a reasonable person are not permitted in apartments or the common areas of Moab House.

<back to menu>

Chores

The House Parents will assign you a weekly chore list. It is your responsibility to complete your chores in a timely fashion and with a willingness to do your part around the house.

<back to menu>

Cleanliness and Room Inspections

You are responsible for maintaining the cleanliness of your apartment and doing your part to keep Moab House clean. Food must be kept in refrigerators or closed containers. Inspection of rooms will occur periodically by the House Parents to ensure healthy and safe conditions.

Should you develop a problem with insects or other pests, notify the House Parents immediately so appropriate measures can be taken to correct the problem.

Moab House reserves the right of entry into any room for the purpose of inspection, cleaning, repair, or emergency. This entry will only be done when both House Parents or House Parent and Executive Director are present.

House Parents are never permitted to enter your apartment unaccompanied by the other House Parent and/or the Executive Director. If the House Parent and/or Executive Director needs to enter your apartment, you must exit your room and go to the hallway or another area of Moab House.

Exterminators, Heating and Cooling Technicians, and other service professionals will visit your apartment from time to time. When they arrive, they will be accompanied by your house parent or the Executive Director. Please exit your room so that they can service the equipment properly.

<back to menu>

Community Standards and Expectations

- Moab House values providing our residents with a reasonably peaceful and quiet environment that is conducive to learning, sleep, and peace. We encourage you to take advantage of this peacefulness and use it toward quieting your mind and heart from the noise of this life.
- We love the grounds at the Campus of Care! We sought out a place for our house that would allow you to experience peace and a time of respite from the noise of everyday life. We encourage you to get out, take walks, sit quietly, ride bikes, and enjoy your time here.
- Moab House values privacy and the fair use of your apartment, both in terms of space and time.
- It is your responsibility to let your house parents know of your wishes and preference for hours of sleep, study, and guest visitation, and to work through any differences you may have in a peaceful manner.
- This is your home- keep your apartment, bathroom, and common areas clean.
- Don’t litter, don’t leave food or hair in drains.
- Don't flush anything in the toilet other than toilet paper. Never flush pads or tampons.
- Ladies and Gentlemen- be courteous…check the toilet seat after you use it and clean it when necessary. Put the toilet seat down. Be vigilant to check under the seat as well, and clean when necessary. The next person to use it does not want to share your toilet experience with you.
- If you borrow something, return it. If you didn’t ask to borrow something but took it anyway, this is called stealing and is a violation of our house rules.
- Moab House encourages respectful confrontation when another person’s behavior infringes on your rights. It is your responsibility to examine your own behavior when confronted by another and to work toward resolving conflicts.
- You have the right to the assistance of the house parents when you need help with a problem. It is your responsibility to notify the house parents or Executive Director of your problem and request assistance in a timely manner and to cooperate with those involved as they work with you as you solve your problem.
- It is your responsibility to read the information provided for you by Moab House. This includes, but is not limited to your **Living Arrangement Agreement**, the **Moab House Resident Handbook** (this document), and the **Moab House Code of Conduct**.
- You may report any violation, whether or not you were personally affected by it.
- Treat others how you would like to be treated.
- Take care of others in the house.
- If you notice that someone doesn’t seem OK, ask them!
- If you are concerned for someone’s health or safety, please let the house parents know.
- ***IF YOU SEE SOMETHING, SAY SOMETHING.***

<back to menu>

Consolidation

Apartments are single occupancy only. Double occupancy is not an option at this time.

<back to menu>

Computers/Printing

At this time, computers are not provided. The Epson printer is available for use in the Rec Room. Air Printing to the Epson is an easy option from a cell phone as well as any device. Printing is free. Please discuss large printing jobs with the house parents before printing more than 20 pages. Please use printing equipment properly. Cost for damages will be assessed to your account.

<back to menu>

Conduct Process

Moab House conduct is intended to be educational and progressive for the purposes of transitioning into independent living. It is also a method of maintaining a positive and uplifting family environment. When your behavior is disruptive to the positive environment, you will be subject to the Moab House Conduct Process.

Typically, a reminder or a conversation with your House Parent(s) will be sufficient to correct minor concerns. For situations where multiple reminders and/or conversations have been unsuccessful the following actions will take place:

- The House Parent(s) will discuss the incident with the MYA and determine how and if the matter can be resolved.
- The House Parent(s) will email, text, or verbally describe the issue or incident to the Executive Director and recommend next steps.
- An email will be sent to your Supportive Services Liaison as well as the MYA with details about the incident, along with what steps will be taken to resolve.
- In severe instances, your Supportive Services Liaison will be alerted of a termination of the Living Arrangement Agreement and the timeframe that the MYA has to move out of Moab House.

It is expected that most cases will be processed in this manner; however, the seriousness of certain offenses may justify immediate removal from Moab House, pending the outcome of a meeting with the House Parents, Executive Director, and/or Supportive Services Liaison. These offenses include, but are not limited to, violent behavior, possession of a weapon, possession of illegal drugs, and any form of intimidation of other residents.

<back to menu>

Cooperation with Staff

You and your guests are expected to cooperate with the Moab House Staff which includes the House Parents and Executive Director. You will be expected to show proper identification when requested.

Falsification or misrepresentation of yourself or refusal to provide such information to staff is prohibited. If you or your guests fail to comply with reasonable requests from staff in the performance of their duties, you and/or your guest will be subject to disciplinary action. Your guest may be told to leave and may not be permitted to visit in the future.

<back to menu>

Common Areas

MYA's are asked to leave common areas and go to their apartments by 11pm unless for special circumstances deemed by the house parents.

<back to menu>

Courtesy Hours

Courtesy hours are in effect 24 hours a day, seven days a week. Courtesy hours mean that you will respect the rights and privileges of other residents. The noise level must not interfere with those residents who want and need to study or rest at any given time. If you are asked to be quiet, you should respond promptly and courteously. If a speaker, alarm, or television is left on at a high volume and the resident is not present in the room, Moab House reserves the right to enter the room and turn off the item.

It is your responsibility to always keep your music, TV, computer, phone, and your voice at a reasonable volume in your apartment and corridors, and to remind your guests and others that you expect them to do the same regardless of the time of day. Airpods or other earphone devices are highly encouraged for the purposes of controlling your noise level in your apartment and in common areas.

Being a good neighbor is strongly encouraged. Apartment Corridors must be considered "quiet space" at all times of the day so that we can respect the sleep and downtime of other MYA's. Some MYA's have daytime jobs, and some may work nights. Please be considerate. House Parents reserve the right to let MYA's know when noise levels are too high, your neighbors may be resting or studying.

<back to menu>

Courtesy Notice

For your safety, Courtesy Notice is required for every unscheduled time you leave Moab House. Courtesy Notice includes the following information:

- Who: Who will you be with?
- Where: Where are you going?
- When: When will you be back?
- How: How are you getting where you are going? How will you get back home?

*Courtesy Notice must include approval from your house parents. Moab House reserves the right to approve or deny your request.

MYA's must request permission from **BOTH** House Parents before leaving Moab House. Finding them in the house and having a quick conversation, making a quick call to your house parents, or texting them both makes this step quick and simple!

<back to menu>

Curfew

Curfews are in place for safety and to allow for everyone in the house to get the rest they need. MYA's are considered adults at Moab House, as such, there is no "bed-time" or "lights-out" time. We ask that you return home from all activities by 9:00pm, and that you do not work your job past 10:00pm. If you are unable to get back by these times, please contact your house parents immediately.

<back to menu>

Cursing

Cursing and being belligerent will not be tolerated. Whether the words are coming from your mouth, your guests mouth, through a video game, movie, or other way- it will not be accepted or tolerated.

Disciplinary Actions

MYAs found in violation of the policies in the Moab House Resident Handbook will be subject to disciplinary action.

DISCIPLINARY ACTIONS INCLUDE ANY OF THE FOLLOWING PROCEDURES:

Incident Report: When a violation of policy occurs in Moab House, the violation is documented, typically by a House Parent, in the form of an incident report. This report is given to the Moab House Executive Director and shared with the Supportive Services Liaison(s).

Email Notification: This is a written notice from Moab House staff that a report has been received indicating you may have violated a Moab House regulation. You will be asked to attend an appointment to discuss the alleged violation.

Conduct Meeting: A meeting between involved individuals and Moab House staff, and/or the Executive Director, and/or the Supportive Services Liaison(s).

DISCIPLINARY ACTIONS MAY INCLUDE ANY OF THE FOLLOWING SANCTIONS:

Apartment/Corridor Transfer: You may be required to transfer corridors and/or apartments.

Education/Community Service Assignment: You may be given a supervised community service/educational assignment appropriate to the situation.

Removal/Restriction of Property: You may be asked to remove objectionable property (or it may be confiscated from you), such as a stereo that has been repeatedly played too loudly, unsafe electrical appliances, etc.

Restitution: You may be asked to compensate for any loss, damage, or injury your violation causes. This may take the form of additional service, as well as monetary or material replacement.

Restriction of Privilege: Your privileges may be restricted for violating certain regulations.

Supportive Services Liaison Notification: Moab House may notify your Supportive Services Liaison(s) if you are found violating Moab House policies.

Termination: You are permanently separated from Moab House. Depending on the situation, you will not receive any refund of your rent, and may not receive part or all of your security deposit.

Verbal Warning: This would be a verbal conversation that serves as a warning, that the House Parents have discussed your infraction with you, and that you understand the steps you need to take to improve.
Written Warning: You may be given a written notification that you have violated institutional regulations. This written warning means that further problems may result in more serious sanctions being placed on you and could result in termination of your Living Arrangement Agreement.

<back to menu>

Disruptive Behavior

Bicycles, skateboards, scooters, rollerblades, hall sports, or other similar behavior that may cause damage or a disturbance to other residents is not permitted in Moab House.

If you need to store a bike, please talk with your house parents.

<back to menu>

Door Policy (Entrance/Exit)

For your security and protection, all exterior doors to the residence halls are locked 24/7.

You must enter Moab House through the main lobbies located near the Kitchen and near the Living Room using your assigned code/key.

The West Corridor, East Corridor, and exit between the Parent Quarters and the Dining Room are emergency exits only. If you attempt to exit through these doors, the security alarm will sound and can only be disarmed by the house parents and/or the Executive Director. Anyone setting off alarms may be subject to disciplinary action.

If you aid anyone in entering Moab House without following the proper guest procedures the police will be notified.

<back to menu>

Dress Code

Modest dress will be required in all common areas and double coverage of privy areas of the body will be required. Your outer layer of clothing must completely cover your inner layer of clothing at all times. The House Parents will have final authority to let you know if their clothing is inappropriate.

The sex on your birth certificate is the sex that will be honored in our house. No special provision or accommodations will be made for any other sex or persuasion.

Men must wear a shirt and shorts/pants in all common areas. Men are not permitted to wear boxer shorts/underwear as shorts in common areas. Underwear must be fully covered by your pants or shorts.

Ladies must wear tops that do not expose cleavage or breasts in any way. Ladies' shorts or skirts may not reveal privy parts of the body. A hoodie or jacket being worn over a tank top or bra, must provide full coverage.

<back to menu>

Drugs

The use, possession, dispensing, distribution, and/or manufacture of illegal drugs and paraphernalia is strictly prohibited and is a violation of state and federal laws.

Medical marijuana is prohibited, as its use is federally illegal.

Intentional misuse or abuse of prescription and/or over-the-counter drugs, including, but not limited to taking somebody else's prescription drugs or using any drugs in a manner other than intended, is strictly prohibited. Police will be notified immediately.

Do not dispense any medications whether prescription or over-the-counter, to any other resident. Please let your house parents know if you are taking any over-the-counter medications, in case of an emergency situation. If you are not feeling well, please let your house parents know.

An intake of all medications will be conducted prior to the MYA's move-in date. House Parents will discuss any prescribed medications with the young adult to help and encourage proper and regular usage. For those struggling to take their medications, House Parents will develop an accountability system for proper usage.

If you are prescribed any psychotropic medications or controlled substances, you must purchase a lockbox for your apartment and these medications must be locked up at all times.

If you struggle with drug abuse, please let us know so that we can help.

<back to menu>

Expectations for Residents

Living at Moab House is a privilege and an opportunity to be enjoyed by Moab House Young Adults (MYA's) as well as the House Family. As a member of the Moab House Family, you will be granted many rights and privileges. In return you will be expected to respect the rights and privileges of others.

There is an expectation that the young adult will attend school at least 70% of the required monthly hours. If the young adult works and goes to school, the total hours for attendance must equal 80 per month. If the young adult is working only, the total hours for attendance must equal 80 per month. If the young adult has a documented disabling mental or physical condition and documented by a qualified practitioner, we will follow the directives of the practitioner.

These rules and regulations are intended to facilitate a comfortable living environment. Your responsibility is to become familiar with and observe these rules and regulations. Violation of these rules and regulations constitutes a breach of your Living Arrangement Agreement and can result in disciplinary action.

All residents are expected to cooperate with the House Parents and to respect their requests.

<back to menu>

Fire Alarms and Drills

Illegal or unauthorized use of any fire-warning or fire-fighting equipment on Moab House controlled property or the Campus of Care is prohibited. All fires must be reported to House Parents and/or the Fire Department.

The fire alarm should be sounded, regardless of the nature and the size of the fire, smoke, or heavy dust. The house will be evacuated each time an alarm sounds, even if a false alarm is suspected. You should not return to the building until an authorized all-clear signal is given or you are told by a police officer/firefighter/house parent that you can return.

If you use a fire extinguisher for any purpose, you must report it to Moab House Staff so that the extinguisher can be refilled. Tampering with or disabling smoke detectors and fire equipment located throughout the house is prohibited. You should familiarize yourself with all building exits so that you can vacate the building by the nearest exit.

Fire drills will be conducted based on the recommendations of the local Fire Marshall. Failure to evacuate the building during a fire alarm or drill may result in disciplinary action.

FIRE EXTINGUISHERS ARE LOCATED THROUGHOUT THE BUILDING IN THE EAST AND WEST WING APARTMENT CORRIDORS, THE HALLWAY OUTSIDE OF THE LAUNDRY ROOM, THE HALLWAY INSIDE OF THE PARENT QUARTERS, AND IN THE KITCHEN.

<back to menu>

Fire Hazards

MYA's may not burn or ignite any object in or around Moab House and the Campus of Care. Candles, incense, and the like are fire hazards and are prohibited in MYA apartments. Live Christmas trees are prohibited in MYA apartments.

Extension cords are prohibited. If you need extra outlets, please let your house parents know and they can supply you with an approved Surge Protected Power Strip. The house parents will actively inspect your room to make sure that there are no fire hazards.
E-cigarettes, vape pens, lighters, and hookahs are not permitted.

Please note that our fire alarm system is extremely sensitive to smoke of any kind. Moab House and the Campus of Care is a smoke and tobacco-free campus.

If you struggle with smoking or burning, please let us know so that we can help.

<back to menu>

Firearms and Weapons

Although we believe strongly in the US Constitution and your right to bear arms, the possession and/or use of firearms, ammunition, knives, swords, explosives (e.g., fireworks) and/or other dangerous weapons or the use/storage of hazardous or combustible materials is prohibited at Moab House and on the Campus of Care grounds.

In addition, paintball guns, pellet/BB guns, handcuffs, stun guns/tasers or any similar objects that may be used to do harm are not permitted at Moab House. Pepper spray or similar items should be used for emergencies only. Moab House reserves the right to confiscate any object that may be used inappropriately to harm/disrupt other students.

Toy guns, water guns, and other gun-like items are also prohibited from Moab House and on Campus of Care grounds.

Using any object as a weapon by using it to harm another resident in any way will be subject to disciplinary action or referral to the authorities.

If you own a weapon of any kind as listed above, please discuss it with the Moab House staff and your Supportive Services Liaison so that we can help you arrange off-site storage.

<back to menu>

Furniture and Equipment

You should not modify the furniture owned by Moab House (beds, dressers, etc.) in any way. Lofts, loft kits, and bed risers are strictly prohibited.

Furniture and equipment should not be taken from public areas of the house to your apartment without prior consent of the House Parents. Existing bedroom furniture must remain in bedrooms.

No additional beds/furniture may be added to your apartment without permission from your House Parents.

<back to menu>

Guest Policy

Guests are welcome at Moab House! A guest is defined as any individual who visits Moab House who is not assigned to an apartment or the Parent Quarters, is not the Executive Director, or a member of the Moab House Board of Directors. Guests must be at least 16 years old and must present a valid photo I.D that shows birthdate (a current driver's license, college ID or military ID) to the House Parents when they are visiting, or must be accompanied by an adult over the age of 21.

MYA's must request permission from **BOTH** House Parents before a guest may visit. Finding them in the house and having a quick conversation, making a quick call to your house parents, or texting them both makes this step quick and simple!

Residents hosting guests must meet them at the front door to sign them in and then must accompany their guest at all times. Residents must also officially accompany their guests to sign them out at the end of their visit.

Residents will be held accountable for the conduct of their guests and guests are expected to abide by all Moab House and Campus of Care policies. If you see a non-resident guest unaccompanied by a resident host, you should report it to the House Parents immediately.

MYA's are responsible for their guests at all times, and to make sure your guests do not violate Moab House rules or other MYA's rights. Rules are posted around Moab House. Guests may not visit the West or East Apartment Corridors unless accompanied by both House Parents or a House Parent and the Executive Director. Guests may not remain in apartments for any reason.

Residents may have a maximum of two guests visit at a time, unless permission is received from BOTH House Parents first.

In the interest of keeping other residents safe, guests are not permitted in Moab House after 9pm Sundays-Thursdays, and after 11pm Fridays and Saturdays unless permission is received by the House Parents.

Guests may use the guest bathroom located in the West Main Hallway only. Guests are not permitted to use resident bathrooms unless in the case of dire need. Residents are expected to respect the rights of other residents. The privilege to host a guest does not supersede the rights of other residents.

Guests are ***never*** permitted to be at Moab House unaccompanied by a resident. Guests are ***never*** permitted to stay at Moab House overnight.

<back to menu>

Insurance (Renters and Health)

Moab House is not responsible for damage and/or loss of possessions. ***Apartment doors must be locked at all times.***

You are encouraged to purchase a renter's insurance policy to cover any losses or damages that may occur, this is consistent with what you will need to have when you move into your future apartment, outside of Moab House. We can refer you to an insurance agent and help you obtain a renters policy if you so choose.

You are also strongly encouraged to apply for benefits through the State of Ohio for health insurance coverage as soon as possible. We can assist you with this process.

<back to menu>

Internet Service/Telephone/Cable Services

Moab House has wireless, cable, and telephone equipment located throughout the building. Tampering with any of this equipment is prohibited and may result in fines for damages.

There are two landline telephones located in the common areas of the house. One is located in the Dining Room, and one in the Kitchen.

Local and Long Distance calls within the United States are acceptable.International calls and/or collect calls are prohibited unless permission is received from the House Parents.

A wireless cable box for your apartment is available for $20/month. Please let your house parents know if you would like a cable box for your apartment.

<back to menu>

Inspection of Packages

Moab House reserves the right to have any staff search any items/packages/bags that enter Moab House, if safety concerns exist. This applies to guests as well as residents.

<back to menu>

Key Code/Keys- House Entry

Upon signing the Living Arrangement Agreement and paying your first month's rent and security deposit, you will be able to pick your apartment. Once you do this, you will be given access to your apartment and the house through a key code.

Moab House reserves the right to terminate the Living Arrangement Agreement if key codes/keys are loaned to/used by another person.

You have been issued a key code/key to your apartment that also opens main exterior doors to Moab House.

Giving your code/key to anyone inside or outside of Moab House is strictly prohibited.

Your apartment door should be locked at all times, whether inside or outside of your room.

Do not leave your door open, do not lend your key code to anyone, and report any unauthorized persons found in your room.

Do not alter locks or room doors and/or rig room doors to open without using your key code.

If you forget your key code/key, let your House Parents know immediately. Residents with multiple lockouts will have a discussion with the House Parents.

<back to menu>

Laundry

A laundry room is provided at Moab House for all residents to use. Washers & dryers are available for use by residents during regular curfew hours.

There is no charge to residents for laundry room use or laundry essentials such as soaps or fabric softeners.

Please take care to measure properly and not waste laundry essentials. These essentials are purchased by each resident in their monthly rent payment, and shared among all residents..

Non-residents are not permitted to use the laundry room, or laundry essentials. Residents may not wash clothing of non-residents. Residents may not give non-residents laundry essentials.

Based on your work/school schedule, you will receive two scheduled times per week to wash and dry your clothing. Two scheduled washing times will allow you to wash a load of darks and lights, which is helpful to ensure that your sheets and towels are getting washed weekly. The laundry schedule will be posted in the laundry room and may change without notice.

Residents are welcome to use the laundry room outside of their scheduled times, if there are no other residents scheduled at that time. All clothing/linens must be removed from the laundry room before the next scheduled washing time.

Clothing/linens left in the laundry room the first time will be placed in a laundry basket and delivered to your apartment for free. After this, a fee of $50 will be assessed to your account for laundry delivery.

Machines requiring service should be reported immediately to the house parents. Follow the instructions posted in each laundry room.

<back to menu>

Legal

If a Mya gets into any legal issues, gets arrested, pulled over, is summoned to court, charged with a crime, etc, they will need to alert the house parent within 24 hrs of the incident.

<back to menu>

Living Arrangement Agreement

Your Living Arrangement Agreement details your rights and responsibilities while living at Moab House. It is important that you are familiar with this document. Your Living Arrangement Agreement is your contract for living at Moab House. It is important that you are familiar with this document. Please note that the Living Arrangement Agreement is on a month-to-month basis and is based on at-will housing and acceptable performance. The Living Arrangement Agreement may be broken at any time by the Executive Director, or by the MYA with 30 days notice.

<back to menu>

Living Arrangement Agreement Termination Policy

Your Living Arrangement Agreement is on a month-to-month basis and is a legal and binding agreement between you and Moab House. To terminate the Living Arrangement Agreement you must provide 30 days written notice to promise@moabhouse.org. Notice must include your move out date. Providing less than 30 days notice will result in a regular rental charge on the 1st of the following month. If you vacate without proper notice you will be billed on the 1st of the following month and will lose your entire security deposit.

Moab House reserves the right to terminate this agreement at any time, and under any circumstance they deem necessary.

<back to menu>

Mail

U.S. mail is delivered daily Monday through Saturday to our mailbox located in front of Building 6. House Parents will check the mailbox daily. MYA's may have mail sent to them at the address listed here.

Mail and packages are received by the house parents and logged. Houseparents will slide mail under your apartment door. Packages will be locked securely in the office and house parents will let you know that they have a package for you. You must also sign for your package when you pick it up.

<back to menu>

Mail Forwarding

Once you move in or out of Moab House, it is important that you file a change of address notice so that your mail will get to you. The U.S. Post Office will not forward magazines so it's important to send a change of address to magazines you subscribe to. This can be done, in-person, at the U.S. Post Office, or online HERE.

<back to menu>

Meals/Snacks

During your time at Moab House, we encourage you to save as much of your earned income as possible. As part of your Living Arrangement Agreement, you will receive three (3) meals a day and a snack. Some meals are intended to teach you how to prepare and cook those meals, and other meals are intended to be quick-prep meals or snacks. MYA's are not permitted to remove food or supplies from the kitchen and store it in any way in their apartment.

As your schedule allows, you will participate in the meal planning and meal prep process including/but not limited to preparing a grocery budget, planning a weekly meals calendar, cooking meals, serving meals, cleaning up after meals, and packaging up leftovers for quick-grab meals.

MYA's are welcome to eat when you are hungry. The kitchen is never closed, and cabinets are never locked. Food is never withheld from you. Each MYA pays rent, and a portion of that rent goes toward purchasing food as a family. We don't want to waste your valuable money on food that is not being eaten. Please eat what you take.

If you have a favorite snack and prefer not to share- no problem! MYA's are welcome to use their money to purchase snacks, and keep them in their apartment in sealed containers or baggies.

Food in apartments must be stored in airtight containers, baggies, or a mini-fridge. Baggies, containers, and other kitchen tools may not be removed from the kitchen in order to store your personal food.

You are welcome to have a mini-fridge in your room to store non-alcoholic beverages and/or foods that you purchase on your own. MYA's are not permitted to store food in their apartment that needs to be cooked or that could rot. In general, please use caution when consuming energy drinks!

If bugs, critters, or animals are found in your apartment and are a result of your negligence, they will be exterminated and/or removed at your cost.

Dispose of your garbage often. Take food garbage to the outside dumpster immediately. Garbage going to the dumpster must always be tied in a bag first. Keep your apartment free of food wrappers and other food paraphernalia that can attract bugs/critters.

<back to menu>

Medical Emergencies

Although our MYA's are adults, we want to make sure that you are safe and cared for in the event of a medical emergency. The Emergency Medical Authorization gives you the opportunity to share your medical history, medications, and other pertinent information and allows you to authorize Moab House to make decisions on their behalf in emergent situations. This form would also give you the option to allow your house parents and/or the Executive Director to speak with your doctors in order to help you better communicate with them. This is not required, but highly encouraged.

Parking

There are two parking lots located near Moab House. The Residents lot is located closest to the East and West Wings and the Kitchen Entrance. The Guest lot is located at the front of the building, closest to Building 9.

MYAs who own a car will be charged $5 per month for a parking pass that will allow them access to the Guest lot. Each month in order to renew their parking pass, MYAs must show a valid driver's license, registration, and current insurance.

<back to menu>

Pets

No pets of any type may be brought into or kept in any place inside Moab House.

<back to menu>

Photographic and Recording Equipment

Unauthorized use of video, photographic, listening device, and recording equipment (including, but not limited to web cameras, cell phones, and audio recorders) in common areas (including, but not limited to Hallways, Rec Room, Dining Room, Kitchen, Living Room and Restrooms) of Moab House is strictly prohibited and punishable by law. Recording people without their consent is illegal.

Security cameras located in and around Moab House are used to promote safety and for the investigation of policy violations.

Moab House has a social media presence and will post pictures/videos for the purposes of sharing with the Moab House community. Please let the house parents know if you would prefer to not be featured in pictures/video for social media purposes or would prefer for your first name not to be shared on social media.

<back to menu>

Physical or Verbal Abuse

You are expected to treat all persons with respect and dignity. You are not permitted to physically or verbally assault any other resident, or yourself. This includes sexual assault, harassment, and/or threats. Slurs regarding a person's identity are considered verbal abuse. All forms of physical or verbal abuse are prohibited, including over the phone or via the internet/social media.

Engaging in this behavior will require correction from either the house parents, the Executive Director, or the police.

Persons on the Sex Offender Registry are not permitted to live on Campus of Care grounds, and will not be permitted to live at Moab House.

<back to menu>

Picking Your Apartment

When you make the decision to come live at Moab House, we will take you on a tour of our house to help you pick your apartment. Apartments are on a first come, first serve basis and are held with the 1st Months Rent and the Security Deposit.

<back to menu>

Post Office
When you need to mail packages or buy stamps, please let one of the House Parents know so that you can schedule a trip to the post office together.

<back to menu>

Prohibited Items
● Air Conditioners or Space Heaters of any kind (your room is equipped with a PTac Unit that can be set to Cool, Heat, or Fan at any time. ● Alcohol and Illegal Drugs (as deemed by the State and Federal governments) ● Animals (including fish) ● Appliances with heating elements (example: hot plates, toasters, toaster ovens, deep fryers, air fryers, electric skillets, indoor grills, waffle makers, coffee pots (Keurig or Keurig-type coffee maker is acceptable) ● Candles, incense, hookah, e-cigarettes, vaping pens ● Halogen Lamps ● Microwaves ● Power tools

<back to menu>

Recommended and Provided Items

Recommended Items	**Provided Items**
Bedding: ● Comforter ● Blankets ● You may provide your own sheets, pillows, pillowcases, blankets if you have a personal preference	Bedding: ● 1 Set of Sheets, extra-long twin ● 1 Pillow ● 1 Pillowcase
Linens: ● Towels if you have a personal preference, or want additional ones ● Washcloths if you have a personal preference, or want additional ones ● Puff	Linens: ● (2) Towels ● (5) washcloths
Toiletries: ● Shower Caddy ● Shampoo, Conditioner, Toothpaste, toothbrushes, deodorants if you have a preference ● Toenail Clippers ● Fingernail Clippers ● Hair/Face Electric Razors	Toiletries: ● Body Wash ● Shampoo ● Conditioner ● Toothpaste ● Toothbrushes ● Deodorant ● Shaving Razors
Room Items: ● TV ● Lamps ● Power Strips with breaker switch ● Computer ● Gaming System ● Keurig (or similar) coffee brewing systems are allowed ● Mini Fridge ● COOKING APPLIANCES ARE NOT PERMITTED	Room Items: ● Closet ● Drawers ● Table ● Chair ● Desk ● Bed ● Mattress
Laundry Items: ● Laundry sorter (darks & lights) ● Hangers ● Soaps, Softeners, Dryer Sheets if you have a preference	Laundry Items: ● Soap ● Fabric Softener ● Dryer Sheets

<back to menu>

Room Capacity

For health and safety reasons, no guests are permitted in apartments at any time. House Parents have the right to monitor apartments at any time.

<back to menu>

Room Changes

If you wish to move to a different apartment, please let the House Parents know of your request to move and a valid reason. They will let you know if your request is approved.

Before vacating your current apartment, it must be returned back to the way it was found when you moved in. This means it must be cleaned, dusted, and mopped. Touch-up painting may be required if paint is chipped or holes are present. This includes walls, ceiling, trim, and door jams. Your request to move will not be approved unless your current apartment is in proper working order and ready for the next MYA.

<back to menu>

Room Inspections

Moab House reserves the right of entry into any room for the purpose of inspection, cleaning, repair, or emergency. This entry will only be done when both House Parents or House Parent and Executive Director are present.

Each week your house parents will inspect your room and use this as a teaching time to help you stay organized and clean.

<back to menu>

Room Entry/ Room Searches

Entering rooms other than your own is not permitted. No House Parent is authorized to let you enter any room other than your own.

Moab House reserves the right for both House Parents to enter any apartment together or one House Parent with the Executive Director for the purpose of inspection, cleaning, maintenance, and repair, or to determine if Moab House policy is being violated. Health & Safety Inspections will be held at least once a month and additionally as necessary. House Parents may perform a search together, without notice.

<back to menu>

Safety and Security

Moab House puts heavy emphasis on your safety and security and we have gone through great lengths to ensure that you feel safe and secure at Moab House.

IF YOU SEE SOMETHING, SAY SOMETHING. If you see something that is a concern, please contact your House Parents in person or via email house1parents@moabhouse.org or the Executive Director in person, via email promise@moabhouse.org, or by phone or text (330) 294-6622.

Our public areas (including corridors and outside the building) are equipped with video cameras to deter criminal activity and/or problem behavior. You may not exit the East or West Corridor doors unless in case of an emergency. Security alarm will sound if opened.

Doors are always locked from the outside. Each room has a peephole (*coming soon!*) and a lock.

MYA's must keep their door locked ***at all times***.

The house is equipped with a fire alarm, sprinklers throughout the house, fire extinguishers, and a fire suppression system in the kitchen.

The slightest smoke will set off the alarm and dispatch the Weathersfield Fire Department.
Fire alarm drills will occur as required by local fire department to ensure fire safety equipment is working effectively and all residents understand evacuation protocols. Residents are expected to treat all fire alarms as a real situation and exit the building each time they occur.

<back to menu>

Schedule

MYA's must fill out their work/school/volunteer schedule as soon as they receive their work/school/volunteer schedule from their boss/school/organization as soon as it is made available.

<back to menu>

Security Cameras

Residence hall public areas (including corridors) and exterior areas are equipped with security cameras.

Security cameras may never be covered or turned off for any reason. Tampering with security cameras and/or interfering in security camera equipment's normal operating function in any way is prohibited.

<back to menu>

Sexual Crimes

We are not permitted to house or permit anyone at the Campus of Care who is a Registered Sex Offender.

<back to menu>

Sexual Relations

MYA's are not permitted to date each other while living at Moab House.

MYA's are not permitted to engage in sexual relations anywhere on the Mahoning Valley Campus of Care property, which includes in or around Moab House.

MYA's may not be naked, unclothed, or only have a single layer of clothing covering privy parts of the body in common areas. This is only permissible in your apartment or the bathroom.

MYA's may not walk to or from the bathroom naked, or walk to or from the bathroom with only a single layer of clothing covering privy parts of the body.

MYA's may not conduct sexual acts in common areas. This includes touching oneself inappropriately.

Keep your hands to yourself. Do not touch others inappropriately. If simple gestures such as a hug are tempting for you, please be honest and let us know.

MYA's may not watch anything with nudity.

MYA's may not leave the blinds or curtains of their apartment open while they are changing, in any capacity.

<back to menu>

Smoking

Smoking, e-cigarettes, vaping, and tobacco use are prohibited within Moab House and on Campus of Care grounds.

<back to menu>

Soliciting or Selling

Door-to-door selling or other solicitation, and advertising non-Moab House events, is prohibited in Moab House and on the Campus of Care grounds.

Residents who wish to promote their group or event at Moab House must get permission to do so from the Executive Director.

Personal services, including but not limited to tattoos, piercings, and haircuts, are not permitted at Moab House.

<back to menu>

Sports/Recreational Equipment

Sports equipment, bicycles, skateboards, scooters, Segways/monorovers/hoverboards, roller blades, or other similar equipment that may cause damage or disturbance is not permitted to be used inside of Moab House.

<back to menu>

Theft/Damages

YOUR APARTMENT WILL REMAIN LOCKED AT ALL TIMES, WHETHER YOU ARE OCCUPYING YOUR APARTMENT OR NOT.
Moab House is not responsible for loss, damage, or theft to your belongings. It is our goal to ensure that your apartment is comfortable, clean and in great condition. When you move into your apartment, it is important that you relay any facilities-related concerns or issues to the house parents. When you move out of your apartment if any damage or disrepair is present, you will be assessed charges to your Security Deposit.

Destruction of property inside or outside of Moab House, or to any property of the Campus of Care grounds by you or your guest(s) will be billed to your account. The first $1,000 of damage or fines will be deducted from your deposit account. Any remaining balance will be assessed to the MYA in a payment plan that will be arranged over a specified period of time to also include a replenishment of the deposit account.

MYA's are responsible for any damage done by their guest(s).

Law Enforcement will be contacted at the discretion of the House Parents and/or Executive Director.

If you lose your apartment key or house key, you will be billed for a new one.

<back to menu>

Tornadoes/Severe Weather

In the event of severe weather watches/warnings, the House Parents will communicate with MYA's. If a tornado is reported, Weathersfield Township Police Dept will sound the Tornado Alarm. MYA's should report to the West Main Hallway immediately and wait for the all clear signal from local officials.

<back to menu>

Trash

Your room and bathroom have a trash can. Your trash can should always have a garbage bag in it. Trash from your trash cans should be tied in a garbage bag and thrown directly into the dumpster.

Do not put loose garbage in the dumpster. Also dispose of trash in the dumpster, in a garbage bag to reduce instances of critters.

<back to menu>

Trauma-Safe Bathrooms

When we moved into Building 8, we realized that the bathroom/shower facilities were community-based and that this was not going to work for our young adults. The former bathrooms had very large shower tub stalls separated only with shower curtains. They also had two toilets separated by a standard toilet divider, and a double sink.

Phase 1 (currently in construction) will include a gut and remodel of the East Wing Community Bathroom being split into two “Trauma-Safe Bathrooms.” These new bathrooms will feature a walk-in shower, toilet, and sink with ample space to secure belongings. The new Trauma-Safe Bathrooms will lock from the inside so that MYA's can feel safe and secure when they are showering and using the restroom facilities. Each Trauma-Safe Bathroom will be shared by two MYAs, and a corresponding shower schedule will be utilized. Assigned MYAs will be responsible for keeping the bathroom clean at all times.

Phase 2 (future project) will include a gut and remodel of the West Wing Community Bathroom being split into two “Trauma-Safe Bathrooms” with the same features as the East Wing. While we await the funds to do this work, the West Wing Community Bathroom will be a one-person facility at a time that will feature a lock and a corresponding shower schedule.

Toilets are located in the West Wing Community Bathroom, and the West Main Hallway. Future projects include converting the BedPan Cleaning Rooms in the East and West Wings to half bathrooms in order to increase overall toilet count in the house. These rooms will not be used at this time.

<back to menu>

Unauthorized Property/Unauthorized Areas

Unauthorized possession or use of Moab House property, Campus of Care property, or neighboring properties is prohibited. This includes bringing public area furniture and/or fixtures into Moab House or removing them from the property in any way.

Unauthorized entry into restricted areas is prohibited. These areas include Parent Quarters, Maintenance Room, Hallway Closets, Fenced Outdoor Areas near the Generator and Other Mechanical Equipment.

<back to menu>

Using Network Services

1. Do not connect anything to the Moab House network but your PC (no wireless access points, no hubs, etc.)
2. Do not configure a modem to auto-answer.
3. Do not download copyrighted materials. This is illegal.
4. Do not impair or interfere with another person’s use of the Moab House network or the internet.
5. Do not harass others or send threatening or obscene materials or messages to others.
6. Do not leave your PC unattended after you have logged on to the Moab House network. Promptly logoff when finished to limit your liability.
7. Do not access a machine or service for which you have not been authorized.
8. Do not participate in peer-to-peer file sharing programs. This is prohibited.
9. Do password protect your files and logins.
10. Do conduct yourself in an adult manner and seek to conform to a high moral standard.
11. Internet service in Moab House is managed by Armstrong Business. Each resident has access to the many wireless access points that provide the halls with Moab House WiFi.
12. Internet access will be setup at move-in date at Moab House

<back to menu>

Vaccinations

Vaccinations are personal preference and are not required at Moab House.

<back to menu>

Vandalism and Damages

You are responsible for damages to or loss of Moab House property in your apartment. In addition, you are expected to report stolen or damaged property. In the case of damages in the hallways or other public areas of the building, charges will be assessed to those responsible. In the event that it is impossible to determine responsibility, the charges may be divided equally among all residents. Requests for maintenance or repair should be reported immediately to your House Parents.
***Any damages deemed as your responsibility will be billed to your account and taken from your security deposit.

<back to menu>

Weekly MYA Meetings

Each week MYA's are required to sit down to meet with the House Parents in order to review your progress.

<back to menu>

Windows and Screens

Windows and screens are an important part of building security and appearance. Tampering with windows and screens will not be tolerated. Screens may not be removed from windows for any reason. Any damage to windows or screens should be reported immediately. Nothing should ever be thrown from your windows or brought in through them. Anyone entering or exiting from them is subject to disciplinary/legal action.

<back to menu>

Your Address

In order to receive your mail to your new apartment, you will want to make sure that the Post Office knows your address. Your House Parents can help you update your address through the Post Office website at: https://moversguide.usps.com/mgo/disclaimer. We highly encourage you to register to vote at the above website as well!

Here is how your address will read:

Your Name
Moab House Apartment #____ (example 1W)
1960 E. Countyline Rd.
Mineral Ridge, OH 44446

<back to menu>

ACKNOWLEDGEMENT

I _____, have received, read, understood, and agree to comply with the Moab House Resident Handbook dated and understand all the information presented. I have been given an opportunity to ask any questions I may have and have received satisfactory answers to all of my questions.

I understand that Moab House has the maximum discretion permitted by law to interpret, administer, change, modify, or delete the rules, regulations, and procedures, contained in the handbook at any time, with or without notice. No statement or representation by a house parent, supervisor, or any other employee, whether oral or written, can supplement or modify this handbook. Changes can only be made if approved in writing by the Executive Director of Moab House.

I also understand that any delay or failure by Moab House to enforce any rule, regulation, or procedure contained in the handbook does not constitute a waiver on behalf of the Moab House or affect the right of the company to enforce such rule, regulation, or procedure in the future.

I understand that this Moab House Resident Handbook establishes an agreement but can be terminated by following the instructions herein. Moab House reserves the right to terminate this agreement for any reason, or for no reason, at any time.

If I have any questions about the content or interpretation of this handbook, please ask your house parents or the Executive Director.

I agree to comply with, and enforce, ALL the rules, policies, and procedures set forth in the Moab House Resident Handbook.

MYAs Signature: _____

Print MYA Name: _____

Date: _____

House Parent Signature: _____