

Welcome to Lotus House!



Resident Name:

Room #

Case Manager:

Rules & Expectations

1. To be at Lotus House, you must abstain from all narcotics and alcohol. The use and/or consumption of mood- and mind-altering substances are not permitted and are grounds for immediate discharge.
2. As a resident in Lotus House, you are not considered a tenant nor are granted tenants' rights to any portion of the property including your assigned room.
3. As a resident of room _____ you will be required to pay a weekly resident fee of \$_____ which will be due on Friday of each week by 5PM.
4. A one-time fee of \$_____ will be due upon admission & room acceptance.
5. Nonpayment of weekly fee will result in a demand for payment letter which will grant a 3-day grace period to pay. If payment is still not received after the grace period, you will receive a 24-hour notice to terminate your residency and leave Lotus House LLC.
6. Your recovery is your number one priority, and by coming into Lotus House you are committing to adopting this mindset.
7. You must find and be actively working with a sponsor within 2 weeks (14 days) of moving into the house.
8. All women are required to attend (2) outside 12 Step Meetings per week and have meeting sheets signed.
9. All women are required to attend their scheduled Mandatory House Meetings weekly. (These include every Sunday & two scheduled Wednesday Meetings per month.)

10. All women are required to meet with their assigned Case Manager regularly. Your phase in the house dictates the minimum number of times you must be meeting with them. (Phase 1 = 2x monthly)
11. All women on Phase 1 are required to be out of their rooms M-F from 10:30-3:30. (Acceptable activities at this time include: job search, attending outside 12-step meetings, volunteer work, engaging in the community within Lotus House, meeting with Case Management, etc.)
12. You must be home for curfew & house meetings promptly without exception. If you will not be on time you must communicate with House Leadership prior to arriving late.
13. If your work schedule requires you to be working outside of your curfew, you must submit your schedule to your Team Leader.
14. All women are expected to be respectful of their housemates, and any issues which cannot be resolved - should be handled through Leadership.
15. Gossip/ Character Assassination of any kind in the house is absolutely unacceptable and will not be tolerated.
16. If you are eligible for an overnight – you must ask your Team Leader / House Leader at least 24 hours before or your request will be denied.
17. If you meet all requirements of phasing up, you must fill out and submit a “Phase Up Request” to House Leadership. All submissions will be reviewed within 48 hours, and a one-on-one meeting will be set.
18. Any verbal or physical threat to another woman is unacceptable and is grounds for immediate discharge.
19. No weapons are allowed in the house at any time.
20. No men are allowed on property at any time.

21. No woman is to leave the property past curfew for any reason unless approved by Leadership.
22. If you are asked to produce a drug screen, you are not to leave the property until you have submitted your UA.
23. Any refusal to give a urine screen is grounds for immediate discharge.
24. Any type of paraphernalia in the house is grounds for immediate discharge.
25. Residents who take medications must provide a list of all medications and must take all of them as prescribed. Failure to do so will result in immediate discharge.
26. No stealing of any kind.
27. Women are not allowed in each other's rooms without permission every single time.
28. All women are expected to clean up after themselves and weekly "Community Chores" will be assigned by House Leadership.
29. Community chores are posted in our Community Rooms, "spot checks" should be regularly completed, and if assigned, deep clean completed in the community room in addition to individual "GI" (deep clean) chores on Sundays.
30. All residents are considered **Mandatory Reporters**, and in the event of a relapse, any resident who knows, is expected to tell House Leadership immediately. Failure to do so will result in immediate discharge.
31. All residents are expected to be working or actively seeking employment.
32. All women are expected to contribute to the community's success and to be leaders in recovery. For example, all women should be actively

participating in house meetings, helping, and supporting one another wherever possible, and being mindful of your conduct both inside and outside of the Lotus House Community.

33. All women are expected to refrain from involvement in criminal activity, and involvement with people who are using / drinking.
34. No smoking or vaping allowed in the house. All smoking must be done ten feet away from the house at minimum. All cigarettes should be disposed of in the receptacle. Leadership will show you the designated area if you are unsure.
35. Cost of utilities should be respected. Please be mindful of lights and heat usage.
36. We, at Lotus House, will not be liable to you, your family, guests, invitees or agents for any damages or losses to person or property caused by other residents of the Community or by any other persons. You agree to indemnify (reimburse if necessary) and hold Lotus House harmless against all claims for damages to property or persons arising from your use of the Premises, or from any activity, work or thing done, by you or by any pet in or about the Premises (including legal fees and court costs we incur), except to the extent that such damages arise out of the omission, fault, negligence or misconduct of the Lotus House. To the extent permitted by applicable law, Lotus House will not be liable for personal injury or damage or loss of your personal property (furniture, jewelry, clothing, automobiles, food or medication in the refrigerator, etc.) resulting from theft, vandalism, fire, water, rain, snow, ice, earthquakes, storms, sewerage, gas, electricity, smoke, explosions, or other causes or resulting from any breakage or malfunction of any pipes, plumbing fixtures, air conditioner, or appliances, unless it arises out of our omission, fault, negligence or misconduct. You agree not to request outside contractors to perform work on your apartment or the building without our written authorization. Insurance coverage maintained by Lotus House does not protect your person or property, whether located or stored inside or outside the Premises.

37. Any infraction or violation of these rules & regulations will result in a termination letter. Once you are given a termination letter you have 24 hours to leave the recovery residence.

If you are ever in doubt or unclear about a rule or expectation, **ALWAYS** ask House Leadership for clarification. We will be more than happy to help and guide you. That's what we are here for!

RELAPSE POLICY

In the unfortunate event of a relapse, we have strict guidelines set in place. The rules are as follows:

First offense - The resident will be asked to leave and will not be allowed to return until a NEGATIVE urine sample is produced. If willing, treatment will be offered, and residents will be allowed back in housing following completion. (Minimum of 2 weeks)

Second offense – The resident will be encouraged to seek treatment and offered help in facilitating this transition. If treatment is denied, residents will be asked to leave the property, are not allowed to return to housing any sooner than 30 days, and with a NEGATIVE urine sample.

Third offense – The resident is not allowed to reside at Lotus House and will not be accepted back into housing for a minimum of 1 year.

Mandatory House Meetings

12 Step Group - Sundays at 8:00 pm

Every Sunday, we have a mandatory 12 Step Meeting. We read out of our literature's first 164 pages and discuss/ study its content for 1 hour.

Following our reading, we write nightly inventory and/or residents can complete assignments given by their respective sponsors. Leadership is always present to assist with any questions or offer guidance wherever needed.

Community Building & Accountability

- Wednesdays at 8:00pm (schedule sent out Monthly)

Wednesdays we hold our community accountability and building group. This is to facilitate a safe environment amongst ourselves to be able to speak about any issues in the house, concerns we have for our housemates, for ourselves, and offer each other support. This is a time to give constructive feedback and positive affirmation! Format may vary weekly.

Unity Outing / Event - (1x monthly – dates vary)

One time per month we will plan a House Outing which all women are required to attend. The only exceptions are work / family obligations.

Family Dinner / Game Night - (1x monthly - 4th Sunday of the Month)

On the 4th Sunday of the month, women will be expected to plan and prepare a meal together to be made for the whole house. All women are required to attend and participate in the activities!



Lotus House Phase System

Phase 1

- Residents who are not yet working/ enrolled in school. AND/OR
- Residents who do not have a sponsor.
- Curfew is 9pm on weekdays; 10pm on weekends.
- Meet with Case Management 2x monthly.
- Must be out of room M-F 10:30-3:30pm
- No overnights allowed.

Phase 2

- Residents must be actively working on & show proof of Steps 1-2 AND
- Residents must be employed/enrolled in school.
- Curfew 10pm on weekdays; 11pm on weekends.
- Meet with Case Management 2x monthly.
- Two overnights allowed per month (must be approved)

Phase 3

- Residents must be actively working on & show proof of Steps 3-4 AND
- Residents must be working.
- Curfew 10:30 pm on weekdays; 11:30 on weekends.
- Meet with Case Management 1x monthly or as needed.
- 3 Overnights allowed per month (must be approved)

Phase 4

- Residents must be actively working on & show proof of Steps 5-8
- Residents must be working.
- Curfew 11pm on weekdays; 12 midnight on weekends.
- Meet with Case Management as needed.
- Four overnights allowed per month (must be approved)

Phase 5

- Residents must be actively working on & show proof of Steps 9-12
- Residents must be working.
- Curfew 11:30 pm on weekdays; 12:30 pm on weekends.
- Meet with Case Management as Needed
- Recognized as House Spiritual Advisor / Peer Leader

To indicate your acceptance of this contract AND ACKNOWLEDGE THESE RULES ARE POSTED IN THE HOUSE AND SUBJECT TO CHANGE AS NEEDED WITHOUT WRITTEN NOTIFICATION, sign and print your name below.

Resident:

X_____

Printed Name: _____

Date: _____

House Leadership:

X_____

Printed Name: _____

Date: _____