**A New Beginning Recovery Houses LLC.**

**The Recovery Mansion LLC.**

17 University Place

115 Ellsworth Ave

79 Sylvan Ave

264 Howard Ave

10 Crescent St

89 Sherland Ave

New Haven

**Client’s Contract**

A New Beginning Recovery Houses is an adult communal sober living environment. The rules at A New Beginning are designed to accomplish several things. It can be tempting to see rules, regulations, and expectations as restrictive or punishing. But like many of the new tools you’ve been learning in recovery, you should know that when we make a point to work it, not against it, we benefit from personal growth. It would be impossible to list every rule or situation, so some common sense must be used.

Any group of people living together requires organization and team work in order for the house to function smoothly. Many of the rules relate to these kinds of household details. In addition, and most importantly, each of these rules has a similar “rule” in the outside world of work family, life, etc.

All policies and procedures outlined within this contract and any applicable subsequent amendment are in full force and effect during the client’s entire stay at A New Beginning unless specifically defined within a subsection of his contract. Violation of any policy or procedure outlined within this contract and any applicable subsequent amendment will result in disciplinary action including, but not limited to fees, house probation/restriction, and possible expulsion.

**Upon Arrival**

1. Clients will commence a 30 day probation period
2. Fill out client application and sign to agree to client contract
3. Read client contract
4. Pay total of $\_\_\_\_\_\_\_\_ calculated as follows:
	1. $300 sober deposit
	2. $\_\_\_\_\_\_\_\_\_\_ first week client fees
	3. $5 weekly house dues
	4. In hot weather with a.c. an additional $5 is also due each week

**During initial 30 days of residency**

1. Employment or school schedule must be obtained within 30 days of initial date of arrival at A New Beginning
2. Clients may not have any overnight stays off premises in the first 30 days unless prior approval from house manager
3. Curfew of 10:00 P.M., including weekends for the first 30 days, unless prior approval for work
4. Upon arrival client must have treatment plan in place and must follow their treatment plan as directed
5. Clients must attend 30 12 steps meetings in 30 days and have meeting sheet signed to show proof upon request of house manager.
6. A client must do a boot camp class we hold and may have that be counted for their daily meeting.
7. All clients must be volunteering in the community or are involved in a commitment within the 12 steps within the first 7 days of living at the house- **NO EXCEPTIONS**
8. All clients must obtain a sponsor with in the first 7 days of living at the house. If you are having trouble finding a sponsor a temporary sponsor must be obtained until a permanent sponsor is in place.

**Expense Responsibility**

1. Client fee is $\_\_\_\_\_\_\_\_ per week
2. Groceries are not supplied by the house
3. Advance payment can be made for client fees and other charges
4. Payments can be made in cash, personal checks, Venmo, or credit card (checks must be made out to A New Beginning Recovery Houses LLC or The Recovery Mansion)
5. Client fees are to be paid by the weekend (Client fees goes from Sunday to the following Saturday). Collection of house fees might be different depending on which day each house manager collects them; it is up to each client to know when fees are due. If client fees can not be paid on Saturday it must be discussed with house manager prior to Saturday NOT the day of.
6. Any client is that behind on client fees after 2 weeks will result in loosing privileges (i.e. overnights).

**Employment Obligations**

1. All residents must be employed or going to school
2. Proof of employment is required
3. Clients employed in an establishment where alcohol is served must receive approval from the house manager
4. Client’s progress toward employment and recovery goals will be addressed at each house meeting

**Client’s Responsibilities**

1. Clients must respect the anonymity of all other clients. Client’s and house business is confidential and must NOT be discussed outside of the house. Violation of this policy can be grounds for immediate expulsion.
2. Clients will be responsible for completing assigned chores on designated days before 10 P.M. Chores will be assigned by house manager upon arrival and will be checked by manager on assigned days. Failure to do your chore properly can lead to possible dismissal.
3. Clients are expected to maintain a respectful noise level at all times while in the house or on the grounds.
4. Clients must complete after care as required by the referring treatment center, counselor, or probation/parole officer. Release of information must be signed.
5. Rooms are subject to inspection at any time by management. Rooms should be kept neat and clean and beds must be made daily. A thorough room cleaning will be done once a month.
6. Client is responsible for all bedding and linens.
7. Clients are to attend the house meeting and be on time. Please check with your house manager for day and time. If you are late or miss the house meeting two times you may be asked to leave if do not have valid reason (i.e. work, interview)
8. Clients must attend a weekly AA meeting at The Recovery Mansion or on Zoom (weather dependent) at 7PM on Sundays. All clients living in the six houses are mandated to attend this meeting.
9. Clients are responsible for all personal belongings; i.e clothes, tablets, laptops, computers, cell phones. Please use your discretion when having these items.

**Medicine**

1. Prescribed medication must be approved by management.
2. Management may do pill count at any time.
3. Clients may not be prescribed narcotic medications.
4. Clients are responsible for own medications and must self-administer the medication as prescribed by their physician.
5. Clients must not discontinue medication for any reason without a physician’s order
6. Medication must be stored out of plain view from other residents (closet, dresser, under the bed in a container).
7. Any client on more then three meds including a psych med must do med management.

**Curfew**

1. House curfew Sunday-Thursday is 10:00P.M.
2. House curfew Friday and Saturday is 1:00 A.M. (10:00 for the first 30 days).
3. Exceptions will be made only for employment related reasons (verification will be required)

**Overnights**

1. No overnights will be allowed for anyone during the 30 day probationary period.
2. Overnight stays out of the house must be requested through management
3. Overnight stay requests must be received no later than one day before the request date.
4. Overnights may not be accumulated. One over night stay a week is allowed, unless pre-approved by management.
5. Overnights are 24 hours.

**Visitors**

1. Visitors must leave by 9 P.M.
2. Visitors must stay in common areas; they are NOT allowed in any bedrooms. If visitors are found anywhere other then common areas, you will be asked to leave immediately.
3. Visitors are allowed twice per week; more then twice a week must be approved by house manager-NO EXCEPTIONS.

**Smoking**

1. Smoking is prohibited anywhere in the house
2. Vaping is prohibited anywhere in the house
3. Smoking is permitted in designated areas outside please use the butt can.
4. Violation of this policy will result in the client being placed on a minimum 2 week restriction and possible dismissal.

**Immediate dismissal will occur for the following:**

1. Disruptive behavior is grounds for immediate dismissal
2. Disruptive behavior is defined as follows, but is not limited to:
	1. Any use of mind altering substance on or off the property is grounds for immediate dismissal
	2. If aware that someone is using and do not speak up and tell management it is grounds for immediate dismissal
	3. Violence or threats of physical violence
	4. Not doing assigned house chores twice in a row and or failure to complete them properly
	5. Abusive/verbal behavior
	6. Physical violence
	7. A “chronic” bad attitude
	8. Gambling
	9. Destruction of house property including destruction of property of other clients living in the house
	10. Loud music, television, audio or instrument
	11. Theft
	12. Arson
	13. Breaking confidentiality
	14. Abusive/loud argument
	15. Violation of house policy and procedures
	16. Possession and/or use of weapons
	17. Refusal to provide a urine sample and drug test
	18. Failure to pay client fees

Management will make any decisions regarding expulsion and house rule changes.

**Termination of Client’s Contract**

1. Client will not be permitted to return to A New Beginning as a client if they used any illegal drugs or alcohol or had possession of illegal drugs/alcohol in the house.
2. **Upon expulsion, personal belongings must be picked up within three days or the belongings become the property of A New Beginning and will be donated to Good Will. NO EXCEPTIONS due to the fact that we have held client’s things longer than 72 hours and they are at risk of being stolen, damaged or lost.**
3. Client fees must be current in order to receive personal belongings.
4. Sober deposit will NOT be returned to client if he was asked to leave for rule violation or relapse expelled. NO EXCEPTIONS
5. Sober deposit will NOT be refunded if the sober deposit was sent to hold a bed and then the client decided not to come.
6. The sober deposit will be refunded after the client stays for 6 months, gives a two-week notice he is moving out, and his room is clean and free of damage. If room is not clean and not free of damage (holes need to be patched as well) there will be a $300 cleaning fee.
7. The sober deposit will be refunded to a client who was waiting for a bed to open up and has decided to continue his treatment elsewhere.
8. Sober deposit will be returned within 30 days of moving out.

This contract and these rules are subject to change without prior notice by owner or management at any time.