



RESIDENT RULES
Return this form to:

TIM's CLUBe
PO Box 65533
West Des Moines, IA 50265
or
TIMsCLUBeDSM@gmail.com

PrintedName _____

TIM's CLUBe generally operates on a three-strikes-you're-out basis. However, **the rules in bold are zero-tolerance.** Breaking the zero-tolerance rules will result in immediate removal from the program.

If a resident is removed from the program, they are required to leave the TC property immediately. In this event, the TC Team is authorized to pack the resident's belongings; the resident must contact the Program Director within 10 days to arrange retrieval of their belongings. Belongings not retrieved will be donated or discarded. Removal from the program, or choosing to leave before completion of the six month program, will result in forfeiture of the sobriety deposit.

"Staff" refers to the Program Director, Administrator, and Volunteer Coordinator. The "TC Team" refers to staff and trained volunteers. "Resident" refers to anyone living in a TIM's CLUBe residence (other than the TC team).

Please initial each line in agreement

- _____ **Residents are not to use, purchase, or possess alcohol**
- _____ **Residents are not to use, purchase, possess, or transfer illegal drugs or synthetic similarities (including marijuana, medical marijuana, CBD, kratom, K2)**
- _____ **Residents are not to use mind or mood altering substances**
- _____ **Residents are not to abuse prescription or over-the-counter medications, or hygiene items (such as mouthwash and hand sanitizer)**
- _____ **Residents must take an alcohol or drug test, with visual oversight, as requested by the TC team (within a two hour window for urinalysis); residents must not attempt to manipulate testing**
- _____ **Any resident exhibiting signs or symptoms of drug use may be removed from the program**
- _____ Residents are to take any prescribed medications as directed by a physician; **improper use or refusal to take prescribed medications will result in immediate termination from the program**
- _____ **Residents are not to take medications on the Restricted Medications List** and must keep healthcare professionals advised of medications not allowed at TIM's CLUBe
- _____ Residents will keep the Program Director and Administrator informed of changes to their prescribed medications as well as any over-the-counter medications or supplements taken
- _____ Residents must store medications in the back of a high drawer, no medications are to be sitting out
- _____ Residents who come to TC from treatment must complete all out-patient treatment advised by that facility
- _____ Residents will attend at least one church service per week at a church approved by the Program Director, and provide a photo to the Program Director and Mentor
- _____ Residents will attend at least one recovery program per week and fully participate (Celebrate Recovery highly recommended) and provide a photo to the Program Director and Mentor
- _____ Residents will have a sponsor from the recovery program
- _____ Residents will attend TIM's CLUBe weekly Bible study on Friday evenings and arrange work schedules around this meeting

- _____ Residents consent to the TC team communicating and sharing information with parole and probation officers
- _____ **All residents must be gainfully employed within the first two weeks**
- _____ **Residents on disability are allowed, only if disability payments have started before coming to TC; residents who are on disability will need to volunteer 15 hours per week**
- _____ **Sobriety deposit (\$200) and the first \$200 of program fees are to be paid before moving in;**
Sobriety deposit will be returned upon successful completion of the six-month program and transitioning out of the residence
- _____ Residents will pay weekly program fees before purchasing non-necessities (ie phone, vehicle)
- _____ Residents must return to the recovery house by curfew and remain in the house until 5:00 am (starting curfew is 6:30 pm and will be reviewed regularly)
- _____ **Failure to return to the recovery house by midnight is zero-tolerance**
- _____ Residents will maintain a clean and tidy bedroom (bed made daily) and participate in upkeep of the residence (inside and out); rooms will be monitored for excessive possessions; no picking up furniture from the curb
- _____ Residents must consent to searches of their person and property at any time by the TC Team
- _____ The Program Director must be given access (spare key or combination) to any locked containers within the resident's possession
- _____ **Residents who smoke are to do so only outdoors** and place stubs in a proper receptacle
- _____ Residents obtain their own food, toiletries, and laundry supplies; household cleaning products and bedding are provided by TC
- _____ **Residents are not to conduct any business out of the residence that would bring customers to the residence**
- _____ **Residents are not to hire out to have their chores done, the only exception is lawn care and snow removal may be hired out to another resident**
- _____ **Residents are not to associate with people who are actively using alcohol or illegal drugs; anyone in possession or under the influence of alcohol or illegal drugs is not allowed at any TC property**
- _____ **Residents are not permitted to have guests (other than their minor child) in bedrooms;** all guests must leave the residence by 9:00 PM
- _____ No public displays of affection
- _____ Residents are responsible for oversight and the behavior of their guests and children while visiting
- _____ Any guest that displays problematic behavior or makes residents uncomfortable may be barred from visiting
- _____ **Guests or minor children on a medication from the Restricted Medications List are not allowed to bring those medications on the property (includes Ritalin and Adderall)**
- _____ **Residents must inform the staff before bringing any minor (child under the age of 18) onto TC property**
- _____ **Before any minor enters a TC house, a Child Liability Waiver must be signed by the child's legal guardian**
- _____ Children age 10 and under are allowed to stay in a TC house, with their parent, up to 3 nights per week
- _____ **Residents must be present with their children who are in a TC house at all times (no leaving children in the house without you, even for a short amount of time)**
- _____ Children at a TC house are not permitted in bedrooms other than their parent's
- _____ **Residents are responsible for oversight of their children any time they are on TC property; no babysitting is permitted by staff, volunteers, other residents, or outside babysitters** (unless childcare is provided at Friday night Bible Studies)
- _____ **Residents must be present anytime their child is provided a ride by a TC staff or volunteer; residents are responsible to know and obey age-appropriate car seat laws**
- _____ Any minor children who visit TC houses must be up-to-date with required age-appropriate vaccinations

- _____ **Residents must not engage in any illegal activity, including breaking a No-Contact Order, driving without a license / insurance, and gang activity / affiliation**
- _____ Residents are allowed one vehicle at the residence; all vehicles at TC properties must be registered and insured; **residents are not allowed to drive without a valid license and insurance**
- _____ **Residents must not possess, use, or transport weapons** (firearms, knives, projectiles, explosives, etc)
- _____ Residents must not possess pornography, including visiting pornographic websites
- _____ Residents are not to gamble or enter a casino
- _____ **Residents are not to download illegal / copyrighted content (ie bootleg movies)** Including but not limited to: Popcorn Time, Vuze, Frostwire, Kodi, Brave, Opera, Showbox, Torrent, Peer to Peer
- _____ **Residents must not engage in physical or verbal altercations with the TC team or other residents**
- _____ **Residents must not steal from other residents or TC team members**
- _____ **Residents must not vandalize the property of TIM's CLUBe, the TC team, or other residents**
- _____ Residents will not make false statements to any of the TC team
- _____ **Residents are prohibited from physical or romantic relationships with another resident, any staff person, or any volunteer**
- _____ Residents are prohibited from being alone with a volunteer of a different gender
- _____ **Disrespectful conduct toward the TC team will not be tolerated, including a disruptive attitude or disturbing the function of the program; continued issues will result in removal from the program**
- _____ Residents will be required to work at least two hours at any CLUBe-wide events, such as fundraising events
- _____ Residents must provide the Program Director and Administrator with their personal phone number, and make them aware of any changes
- _____ Any resident disputes requiring mediation will be brought to the Program Director
- _____ Residents who question or disagree with any actions of the Program Director may appeal to the Board of Directors
- _____ Tim's Clube is not responsible for any lost or stolen items

- _____ **Failure to comply with zero-tolerance rules will result in immediate removal from the recovery house property, removal from the program, and forfeiture of the resident's sobriety deposit. In this event, the TC Team is authorized to pack the resident's belongings and the resident must contact the Program Director within 10 days to arrange retrieval of their belongings. Belongings not retrieved will be donated or discarded.**

- _____ **I understand that TIM's CLUBe is a "residency program," not a "rental agreement;" therefore my residency at TIM's CLUBe is at the discretion of the staff and may be terminated at any time without advance notice or further legal proceeding.**

Name _____

Signed _____ Date: _____