

Honest Beginnings Inc.

PO Box 3699
Amherst, MA 01004-3699

HEALTH AND SAFETY REGULATIONS

1. **NO Smoking or Chewing in the HOUSE!** Smoking and chewing tobacco are permitted outside **only**; there are designated areas in the back of the house.
2. No dishes or perishable foods shall be left unattended at any time.
3. Hands must be washed prior to cooking in kitchen.
4. When leaving your room, **please shut off all electrical equipment and lights.** Otherwise, electrical equipment will be removed from your room.
5. For your safety, try to avoid using any electrical appliances in the bathroom.
6. Report problems with appliances, heat, water or problems in the rooms to staff or House Manager immediately.
7. In order to comply with our Good Neighbor Policy, **do not loiter** in the driveway or porch.
8. Any personal belongings left in the common areas will be disposed of or donated.
9. **LAUNDRY:** Use appliances at your own risk. Honest Beginnings Inc. provides laundry facilities as a convenience and does not assume responsibility for any damage to clothing or loss. Please do not overload machines. Irons must be unplugged when not in use. Use of Washer and Dryer are permitted during posted times. All tenants must be attentive to their laundry and may not leave their laundry in the machines for more than 15 minutes after the cycle has been completed. Honest Beginnings Inc. is not responsible for lost valuables or cash.
10. **GUESTS:**
 - NO guests allowed after 6:00PM without authorization from the House Manager unless guest is providing ride(s) to meeting.
 - The opposite gender is only allowed at your gender specific house with permission from House Manager.
 - There is to be no walking between the guys and girls houses after dark.
11. **LEND/BORROW POLICY:**

It is against Honest Beginnings Inc. policy for a member to lend or to borrow other members' belongings or money. If you do lend or borrow anything, you do so at your own risk.

12. **PARKING:** You may have only **one (1)** automobile on our property as long as it is in good working order, currently registered and insured. Park your car in designated parking only. **Parking spaces will be assigned on property**, and you may **only** park in your assigned parking area. Vehicles must not leak fluids in driveway.

13. **NOISE LEVEL:** If someone is picking you up, blowing his or her horn or blasting his or her radio to get your attention is unacceptable. Be courteous to all, including your roommates. Vehicle radios should not be able to be heard outside of the vehicle to abide with our Good Neighbor Policy.

TV and stereo in common areas are to be kept at a minimum to be courteous to other members who may be resting. If the volume can be heard outside of the common area, then it is too loud.

14. It is your responsibility to ask for a receipt for all fee payments. All checks are to be made payable to "Honest Beginnings", without exceptions.

15. Members may not display, nor wear anything that advertises alcohol beverages, drugs or gang related apparel.

16. Fireworks, firearms, knives, weapons, etc. are **NOT** allowed in your room or at any place on or around the property.

17. Pull all window shades down at night and turn off lights before going to bed.

18. Chores must be completed before 9am every morning.

I, _____, desiring to become a member of Honest Beginnings Inc., clearly understand the rules and regulations as set forth herein and will comply with them to the best of my ability. I am aware that breaking any of these Health and Safety Regulations may result in immediate discharge from Honest Beginnings Inc.

Members Name

Date

Witness

Date

House/Office Manager

Date