



Where Second Chances are Made

Serving Mason, Thurston, Grays Harbor, Pierce, and King Counties

### Residential Application

County of Origin \_\_\_\_\_

County Seeking Residency in (if different than County of Origin) \_\_\_\_\_

#### General Information:

Date: \_\_\_\_\_

Full Legal Name: \_\_\_\_\_

Other Aliases if used: \_\_\_\_\_

DOC #: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Emergency Contact Information:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

#### Counselor/Case Worker's Contact Information:

Institution or Agency Name: \_\_\_\_\_

Name: \_\_\_\_\_ Number: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Early Release Date: \_\_\_\_\_ Years Incarcerated: \_\_\_\_\_

How long do you plan to reside at Fresh Start Housing? \_\_\_\_\_

**Criminal History:**

**Please note that any false, misleading, or incomplete information can lead to denial of your application or expulsion from Fresh Start Housing.**

Please list your convictions beginning from the most recent:

---

---

---

What court ordered restrictions will you have as a condition of your release?

---

---

---

What is your risk management classification?

High Violent \_\_\_\_\_ Hi Non-violent \_\_\_\_\_ Moderate \_\_\_\_\_ Low \_\_\_\_\_

How long are you required to be on parole or community custody? (If applicable): \_\_\_\_\_

Have you had any infractions in the past 12 months? \_\_\_\_\_

If yes, list the date and type of infraction:

---

---

Is DOC required to issue a notice to the community prior to your release, or notification to a victim(s)?

\_\_\_\_\_

Will you be required to register as a sex offender? \_\_\_\_\_ If so, what level are you? \_\_\_\_\_

Will you be required to enroll in substance abuse, mental health, or sexual deviancy treatment after your release?

---

---

Are you, or will you be, on Residential DOSA or Drug Court?

\_\_\_\_\_

**Legal Information:**

Do you have any pending charges or outstanding legal issues that may affect your housing or programming after your release? \_\_\_\_\_

If so, please clarify:

---

---

Are there any No Contact stipulations/orders for you or against you? \_\_\_\_\_

If yes, please elaborate who is it against and for how long? \_\_\_\_\_

---

---

**Substance Abuse History:**

Do you have chemical dependency issues? \_\_\_\_\_

Substance(s) Used:

---

---

---

Prior treatment and dates received (if any): i.e. Transitional Housing, Rehab, Intensive outpatient

---

---

---

**Medical:**

Are you presently receiving mental health treatment? \_\_\_\_\_

Please list any other medical conditions for which you are actively receiving treatment: (this is optional and confidential but may help us accommodate you better)

---

---

---

Any other physical accommodations/limitations?

---

---

Please list all medications you are taking:

(All medications must be prescribed by a Dr. and must be stored in the original container with prescription information.)

---

---

---

**Income/Employment:**

What will be your source(s) of income after release?

---

---

Will you be seeking employment? If so, what kind? \_\_\_\_\_

---

---

What skills to you possess that employers may want to utilize?

---

---

Please list past types of employment. \_\_\_\_\_

---

---

**Vehicle/Driver Information:**

Do you have a valid driver's license? \_\_\_\_\_ Driver's License Number: \_\_\_\_\_

Do you own a vehicle? \_\_\_\_\_

Do you plan to have the vehicle at Fresh Start? \_\_\_\_\_ Make & year: \_\_\_\_\_

License Plate Number: \_\_\_\_\_ State: \_\_\_\_\_

Auto Insurance Company: \_\_\_\_\_

(Having a vehicle at any Fresh Start Housing may be subject to certain rules and prior approval from management)

**This Is Not A Lease.** This is a month-to-month contract for a shared clean and sober living facility. By signing the following, you are hereby acknowledging that you have been provided a copy of the house rules, that you fully understand the rules and policies set forth therein. You are further acknowledging that you agree to the terms outlined within said house rules. If you reside with Fresh Start Housing beyond the typical three-month voucher timeline, you will be responsible for paying rent on the first day of your established rental period. There are typically no deposits or rental fees related to Fresh Start Housing, but the management retains the right to levy fees or deposits on a case by case basis as is needed. All rents are defacto non-refundable and dependent on the Resident's adherence to the rules and managements discretion.

Owner/manager \_\_\_\_\_ Date: \_\_\_\_\_

Resident \_\_\_\_\_ Date: \_\_\_\_\_



Where Second Chances Are Made  
Serving King, Mason, Pierce, Grays Harbor, and Thurston Counties

## **House Rules**

### **Welcome To Fresh Start Housing**

Our goal is to provide clean and sober shared housing, while you work on your daily living skills. Please read through and understand the following house rules to ensure your stay is a successful and productive experience.

### **Reporting To Your Community Corrections Officer**

All residents must supply a copy of their conditions of supervision. Management reserves the right to this information to assist the DOC in monitoring your conditions. Failure to abide by the plan put forth by your case manager in a timely and respectful manner is grounds for eviction.

### **Outside Programming Requirements**

If you are on medications, you must take them as prescribed by your healthcare provider. Compliance in these matters are mandatory. If you participate in programs such as mental health, chemical dependency treatment, and/or homeless housing assistance, you must abide by their conditions, and must actively remain aware of the payment arrangements. It is your responsibility to keep track and monitor your program's housing payment arrangements to Fresh Start. Fresh Start reserves the right to end our association at any time without refund, at our discretion.

### **Respecting Housemates' Privacy And Belongings**

Any ongoing disputes between housemates that cannot be resolved should be brought to the attention of Management. Fighting, threatening, or intimidation will not be tolerated. Residents are encouraged to contact emergency personnel if they feel like they or someone else is in danger. Managers are to be notified immediately if this type of situation occurs.

### **Consideration Of Self And Others**

Rooms must be kept organized, neat, clean, dusted, and always vacuumed. Dress appropriately. Please wear at least a shirt and shorts. Clothing with violent, sexual, or using themes are not permitted. Residents are expected to shower daily, brush their teeth, and wear clean clothes. Residents must observe confidentiality of names or stories related to other residents. Feelings should be expressed appropriately; throwing objects, yelling, slamming doors, etc. will not be tolerated. Be respectful of all Fresh Start neighbors and their property.

### **Curfew And Quiet Times**

Curfew - Sunday -Thursday is 10:30 PM. Fridays and Saturdays, 11:30 PM. Failure to observe curfew may result in eviction without notice. Your DOC officer and/or case manager will also be notified. Fresh Start reserves the right to contact your CCO to verify if you are authorized for overnight visits and/or out of county travel. Quiet times are observed from 10 PM to 10 Am. In the event, you are staying the night or are going to be late for curfew, notify Management beforehand. There will be no traffic in and out at scheduled curfew times. All residents are required to be in the house by curfew and remain on the property until 6:00 am unless it is directly related to a work schedule,

then it can be pre-approved by management on a case by case basis. If you leave after curfew, you will not be allowed back until 6 AM.

### **Mandatory House Meetings**

Residents are required to attend weekly house meetings. Ongoing failure to attend weekly house meetings can result in eviction. Exceptions can be obtained on a case by case basis by Management. It is solely your responsibility to know the dates and times of the weekly house meetings. This information can be obtained from the Resident Manager.

### **Cleaning And Maintenance**

This is shared transitional housing. Residents are responsible for cleaning and maintaining their own areas and assisting with general cleaning of the entire unit. Keep all areas of the house, yard and bedrooms clean, neat and free of clutter at all times. You are required to make your beds daily, keep clothing washed, wash personal dishes promptly after each use, and to keep kitchen and bathroom clean and sanitary. Additional chores may be assigned by your House Manager, such as, light yard work, extra cleaning chores etc. Assigned daily chores must be done daily. No food can be stored in the bedrooms. Good personal hygiene practices are mandatory. Failure to follow the cleaning and hygiene requirements can result in eviction.

### **Wi-Fi And Television**

Internet and WI-FI service may be provided for Residents but not guaranteed. Misuse of these amenities may result in removal of said services. Personal TVs and stereos are allowed in individual residents' rooms; however, the following must be observed: TVs must be no larger than 32 inches. No resident is allowed to hang TVs on the walls. Volume levels must be kept to a minimum. And headphones are required during quiet-time hours. Internet and Wi-Fi may be provided. This amenity is a privilege and not a guaranteed "service" and is subject to monitoring. Unlawful use or illegal activities conducted on our internet can result in eviction and/or notification to the authorities. We are not responsible for any residents' internet activities. If internet restrictions are a stipulation of your J&S, the use of our internet is strictly prohibited. We are not responsible for any technical problems, outages of service, or your equipment's inability to connect to the internet in any way. Abuse of these rules can result in removal of said amenities. We reserve the right to restrict or eliminate internet service to any at any time for any reason.

### **Personal Items**

All personal property is the responsibility of the residents. Fresh Start Housing is not liable for any property that is lost, stolen, or damaged. Please do not bring any valuable items or store them in your vehicle. If you do, you are solely responsible for said items. You're responsible for your own toiletries and food. Do not borrow or lend any money to another resident. Locked boxes, trunks, or safes are allowed; however, Management and your DOC officer must have a copy of the key or the code to allow access. Due to a lack of available storage space, any property left by former residents may be removed and/or disposed of. If possible, an attempt may be made to hold property for no more than 10 days of departure.

### **General Safety And Security**

Inform management if there are any suspicious activities. Any resident sneaking persons into their units or rooms may be evicted. Keep all items away from baseboard heaters or wall heaters. Do not disable smoke alarms. No fire pits or bonfires are allowed. Space heaters and air conditioners are strictly prohibited. The burning of candles is strictly prohibited. Be respectful of Fresh Start property including furniture, appliances, fixtures, plumbing, etc. Improper use or negligence that causes damage to any Fresh Start property may result in eviction and/or you having to pay for repairs.

### **Restricted Personal Items**

Weapons of any kind are prohibited. Possession of any items of this sort may result in immediate eviction. No pornography of any kind will be allowed on the property. No unauthorized items or furniture are allowed unless approved by Management and must not be used. Because it is a shared living home and space is limited, you must keep your belongings to a minimum. Management has the right to ask you to remove any unauthorized items and/or limit the number of personal items you can have. Residents must not make any alterations to the unit without prior approval by Management.

### **Physical Boundaries**

No resident is allowed into another resident's room. Residents from other units may not enter any other another unit. Management reserves the right to enter your unit at any time to inspect the unit, make repairs, or conduct random room and curfew checks. New residents must observe curfew and stay until 6 AM for the first three nights at Fresh Start Housing. Residents are not permitted to change beds or rooms unless directed by Management. All residents are required to notify management each time before a guest arrives at the property to visit, pick you up, or drop you off.

### **Relationships And Visitors**

Intimate, physical and/or sexual behavior is not permitted on the premises; this applies to both Fresh Start residents and their visitors. Romantic or sexual involvement with other residents of Fresh Start is not permitted. Residents who have a no contact order in place shall not violate the order in any way on Fresh Start property. No visitors shall enter the units or bedrooms at any time. Visiting hours are 9AM to 9 PM. NO minors are allowed on the property at any time. Prior residents are not permitted to return to visit without prior staff approval. Hosting residents must stay with their visitor and are responsible for their behavior. Fresh Start Housing is private property; staff reserves the right to ask any visitor to leave, as well as prohibit visitors from returning.

### **Weapons/Threats Or Criminal Activity**

Violence, threats, or threatening behavior, (including verbal abuse) towards Staff or other residents will not be tolerated. This includes threats of violence, inappropriate behavior, intimidation, and endangerment. Committing any illegal acts or other criminal activity on the premises will not be tolerated. This includes but is not limited to theft or destruction of other's money or personal property, any Fresh Start property, domestic violence, physical or verbal abuse towards residents, staff, visitors, or trafficking drugs or stolen items. Borrowing, selling, or sharing of prescription medications will not be tolerated. Violation of any of the aforementioned may result in immediate eviction and DOC will be notified.

### **Mail**

Mail will be distributed by Management. Residents who move out are responsible for updating their mailing address for all commercial and personal correspondence. Fresh Start Housing is not responsible for forwarding mail and it will be returned to sender.

### **Pets**

No pets are allowed. Service animals require Management's explicit approval and may require additional deposits on arrival.

### **Laundry**

Upon arrival, any and all bedding or clothing items must be brought to the Manager to be run through the clothes dryer before being brought into the units. This is a preventative measure to avoid unwanted pests. One set of bed linens will be provided to you upon arrival and are to be returned before moving out. 1 sheet, 1 blanket, and 1 pillow. You are responsible for all of your own personal laundry. Hanging clothes or making clotheslines inside or outside the units is not allowed. Laundry must be done at least weekly.



**Smoking**

Smoking inside a unit is grounds for immediate eviction. Do not smoke in doorways, ensure all cigarettes are extinguished carefully for safety, make sure all butts are disposed of properly and not on the ground. Failure to meet any of these requirements may result in your privilege to smoke on the property being revoked. Smoking policy may change without notice at any time.

**Parking And Vehicles**

Residents are restricted to one vehicle depending on availability of space and must obtain prior approval from Management. Vehicles must be operating. Broken down vehicles are not allowed to stay at the property and can be towed at your expense. No mechanical work is to be conducted on the property. Furthermore, if a vehicle is leaking any excessive amounts of fluids or oil, it must be removed from the property at your expense promptly until repaired and you are responsible for any necessary clean-up costs. Management reserves the right to tow any unwanted or unauthorized vehicle at the vehicle owner's expense for any reason at any time, including any visitor's vehicles. Residents must provide a valid driver's license, vehicle registration, and proof of insurance. Any former residents' vehicles left on the property will be towed at the owner's expense. Residents who are found driving a vehicle without a valid driver's license, registration, or insurance can be asked to remove the vehicle from the property.

**Drug Testing And Drug/Alcohol Use**

Drug or Alcohol usage, including marijuana, is strictly forbidden. Any violation of this rule can result in eviction. Additionally, no drug paraphernalia of any kind is allowed on the property. No resident shall be intoxicated or under the influence of drugs or alcohol on the property at any time. Residents are required to sign a ROI for Management to obtain your UA results from your CCO, outpatient treatment center, etc. Should a resident fail to provide a clean UA to their CCO or to House Management, the resident may be asked to leave and their CCO will be notified. Management reserves the right to request a UA at any time with or without cause. If a resident believes another resident is under the influence of any substance a Management must be contacted immediately. It is everyone's responsibility to keep the house safe. Failure to notify staff of another resident's use of substances can result in immediate discharge.

**Rent**

Rent provided through the Transitional Housing Program is typically allocated for the resident's first three month's rent at \$500 per month. The cost thereafter is the responsibility of the individual resident. If the resident wishes retain residency, the they must inform and provide verification and report any changes of income immediately to Management (i.e. employment obtained, DSHS, SSI, or other programs). Rent will be due before 5PM on the date agreed upon by Management. You may be assessed a late fee if your rent payment is late. Failure to pay rent can result in immediate eviction.

By signing below, you are acknowledging that you have received, read, understood and are willing to abide by the rules described above. Failure to abide by these rules may result in eviction and will be reported to your DOC officer or case manager.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_