



## Welcome to our Home!

### SECURITY

All doors to the House are electronically locked and can only be entered via a card key. Do not open any door to people unknown to you. Visitors are not permitted to roam through the House. They are allowed to visit only in common areas and are not allowed in guests rooms at any time. Visitor hours are 9:00am-10:00pm.

### CHILDREN/DEPENDENTS

Anyone under the age of 18 or who is dependent on an adult must always be supervised even in the private guest rooms due to liability issues, **no exceptions**.

### COMMON AREAS

Common areas are those areas outside of your room that are shared with others. Common areas are open 24/7. Proper attire must be worn outside of your room, including shoes. Food is not allowed in common areas; food and drinks are only allowed in the two kitchen areas. The House is considered a “self-help” environment, and our staff is not expected to clean up after residents. Please put things back in order, clean and sanitize all areas of the House after use. Throw away all trash. Put all furniture back in its place. When watching TV please keep the TV volume at an appropriate level in consideration of those nearby. When done, please turn the TV off and place the remote control next to the TV.

### QUIET HOURS

Quiet hours are 10:00pm – 7:00am. You are free to be in any common area of the House 24/7, we simply ask that you be respectful of the quiet hours while others are winding down for the day and trying to sleep. During quiet hours there is no cooking on the stove top or in the ovens, but you are welcome to use the microwaves, toasters and toaster ovens located in either kitchen. Do not use speakers on your phone or other electronic devices inside the House or your room at any time. Please use earbuds/headphones out of courtesy to other residents and staff that may be working nearby.

### KITCHEN AREAS

We have two kitchen areas – the large “main” kitchen in Building A and the grab n’ go kitchen in Building B. The House is considered a “self-help” environment, and our staff is not expected to clean up after residents. Please clean all dirty dishes, tables and counter space you and your family use. Do not leave dirty items in the sink or on the counter. Food is **only** allowed in either of the two kitchens. We have provided wipes in both kitchens as well as brooms, dust pans and mops for you to clean. Residents are expected to clean and sanitize any area of the House used. All dirty dishes must be thoroughly rinsed and placed in the dishwasher before leaving the kitchen. Cutting boards, cookie sheets, large pots and pans must be hand washed. There are pull out trash cans in both kitchens.

We provide a Community refrigerator and pantry for the House to use 24/7. Additionally, we provide a Resident refrigerator and dry good bin per room in both kitchens for any unique items you may have and need to store. Do not store unique items in the Community refrigerator or pantry as those areas are intended for the Community.

### DINNER

Dinner is provided each evening at 6:00pm in the large “main” kitchen. Our loving volunteers arrive daily at 4:00pm to prepare dinner for our guests. We ask that our residents kindly not cook in the large kitchen between 4:00pm – 6:00pm while dinner is being prepared. At approximately 8:00pm dinner will be cleaned up by our staff and any leftovers will be stored in the Community refrigerator for you to enjoy later. Food and drink are **ONLY** permitted in the two kitchens. Food/drinks are not allowed in rooms or common areas.

### VOLUNTEERS

Volunteers are a very important part of our mission. In addition to our dinner (*Guest Chefs*), we have cookie volunteers (*Cookies from the Heart*) who keep our House filled with yummy cookies. They come in during the week between 12:00p-2:00p to prepare mouthwatering treats for you and your family! We ask that you kindly leave space for them in our main kitchen to comfortably whip up their magic.

*We kindly thank you for your cooperation,  
Your RMHCC Operation Management Team*