

Koinonia House-Discipleship Program

APPLICATION FOR HOUSE MEMBERSHIP

Mail to: Fairhaven House c/o Richard Dover, P.O. Box 58512, Seattle, WA 98138
Fax to: 1-866-346-7186 **Questions:** 206-396-1995

Answer all questions that apply. Type or print all information.

PERSONAL INFO:

Name: _____
(last) (first) (middle) (nickname-alias)

Date of Birth: ____/____/____ Sex: Male Female Social Security No. _____

Are you currently homeless without a place to live? Yes No If homeless, how long? _____

Current Address: _____
(street) (city) (state) (zip)

Name, address, phone of your last landlord: _____

Telephone Numbers: Home _____ Cell _____ Work _____

What is your marital status? Single Married Separated Divorced

Do you have children? If so, how many? ____ Ages _____

Are you a convicted sex offender? _____

Have you ever been convicted of a felony? Yes No If "yes", please explain _____

Are you currently attending a church? If so, the name of the church, contact person, phone number.

Have you ever lived in a Fairhaven House residence or any other type of clean and sober housing? Yes No

If "yes", list the name and address, approximate dates of residence, and reason for leaving: _____

(Name and address)

(Dates of Residence)

(Reason for Leaving)

ADDICTION INFO:

Are you a recovering: Alcoholic Drug Addict Other Addiction: _____ Sobriety Date: _____

Are you currently in an In-Patient Treatment Program? Yes No If "yes", provide contact info on the program:

Name of program: _____

Contact Information: _____

If you have been in alcohol/drug/other addiction treatment, either in-patient or out-patient within the last three years, give the name of each program (i.e. detox, treatment center, transitional house, halfway house, hospital), the dates you attended, contact info, and the reason for leaving. (If additional space needed, write on back.)

Are you currently in a self-help out-patient recovery program, i.e. AA, NA? Yes No If "yes",

Name of program(s): _____ How many meetings do you attend per week? _____

Name, meeting day/night, and location of home group: _____

Do you have a sponsor/mentor? Yes No If "no", why not? _____

MENTAL CONDITION INFO:

Have you been diagnosed as having a mental illness? Yes No

If diagnosed with a mental illness, what type? _____

Are you currently taking medication? Yes No Name of medication: _____

Are you currently under psychological or psychiatric care? Yes No

Name and contact info of mental illness agency: _____

Do you take any prescription medication? Yes No If "yes", what medication(s)? _____

Are you participating in or about to enter a methadone or other drug replacement program? Yes No

If so, Name of Agency and Contact Information: _____

EMPLOYMENT:

What is your current source of income? Employment Disability Payments of \$ _____ per month.

[] Other (explain) _____

Employer's name/address/phone: _____

Job Description: _____ Weekly net income: \$ _____ How long there? _____

List sources and amounts of other weekly income: _____

EMERGENCY CONTACT INFORMATION:

List names and telephone numbers of two individuals who may be contacted in the event of an emergency.

1. _____
(Name) (Telephone Number) (Relationship)

2. _____
(Name) (Telephone Number) (Relationship)

IMPORTANT NOTICE: The nature of Koinonia House requires expulsion, without prior notice or refund of deposit, of any resident member who is found by House Manager or Program Director: 1) to be using alcohol, drugs, gambling, pornography; or 2) to be in default of payment of house share expenses; or 3) to be guilty of violent behavior; or 4) found to have provided misleading or false information on this application.

A resident of Koinonia House is not a tenant of the Koinonia House but is a member of the sober community which is the house as listed on this application. Members do not pay rent, they pay membership dues.

Such a resident is NOT entitled to any of the rights or protections which a tenant would be entitled to under Washington law.

Member sign _____ Manager sign _____

I have read the above notice and I understand that I am applying for membership in a Fairhaven House managed home as a member of a sober community and not as a tenant. I agree to abide by the Koinonia House principles, policies, rules and fully subject myself to the rules of the house for which I am accepted, which rules may include periodic drug testing.

I understand that I am subject to immediate expulsion from the house by a unanimous vote of residents if 1) found to be in non-compliance with any Koinonia rules or structures, 2) found to be unwilling to be respectful to other members.

I understand that if I leave voluntarily and give at least two weeks' notice, my deposit, if any, will be returned after deductions for any unpaid house expenses, fines, damages for which I am responsible. If less than two weeks notice is given, or if I am expelled from the house for one of the reasons stated above, I understand that my deposit, if any, will be forfeited.

I also understand that Fairhaven House homes are faith-based run programs, and agree to live according to Biblical Standards and Principles.

Member sign _____

I understand that my monthly membership dues is \$200/\$300. Membership dues are payable by money order/check and are due on the 1st of each month and considered late as of the 3rd of each month. A late fee in the amount of \$25.00 will be charged for any late payments, unless payments are arranged with management. I also agree to paying a security deposit of _____, which will be paid in full within ___ months of date of occupancy. I understand that my security deposit will be refunded minus any outstanding dues, repairs, and/or fines.

Date of Occupancy: _____

By signing below I certify that the information contained in this application is true, that I understand and accept the conditions set forth above for membership in Fairhaven House, that I agree to a Criminal History Background check, and that I agree to abide by said conditions should I become a resident of this house.

Dated: _____ Signature: _____

This application was reviewed with the applicant and he/she acknowledged the IMPORTANT NOTICE and requirements for membership into Fairhaven House/Koinonia House set forth above and agreed to abide by same.

Dated: _____ House Manager Signature: _____

Fairhaven House-Koinonia Discipleship House Policies

Entry Requirements

Living in Koinonia House is an opportunity for individuals to be transformed and to grow in Christ so that they may live a victorious and overcoming life. If over a period of time it appears to the Program Director and/or House Manager that a House Member is not desirous of growing in Christ so that they may overcome addictions and other unhealthy life issues there is the possibility the House Member's membership will be terminated.

Applicant must agree to a Criminal Background Check. If it is determined that an applicant who has become a member has been dishonest on any portion of their application, membership will be terminated immediately with no refund for membership dues or deposits.

Applicant must be willing to follow program rules and guidelines.

Applicant must have had limited housing options before coming to Koinonia House.

Applicant must interview with the Program Director and/or House Manager and take an urinalysis and breathalyzer test (for drugs, nicotine, and alcohol) prior to acceptance as a member. Failure to pass both tests will result in termination of any proposed membership arrangements.

Applicant must have no felony convictions of a sexual or violent nature.

Policy For Seizure

It is the policy of Koinonia House to confiscate any items that are harmful to members or individuals living in the Koinonia House home. Members found with possession of illegal drugs or paraphernalia may be reported to police and will be expelled from Koinonia House immediately with no refund of membership dues or deposit.

Exit Policy – Personal Possessions

If a member ever chooses (or is required) to leave the Koinonia House home, they have 5 days to remove all of their personal belongings. They may not drop by unexpectedly, but must call the House Manager and arrange a time to get their belongings. After 5 days, any unclaimed property will become part of Koinonia House property to dispose of at its discretion. If a member leaves the premises because of failure to pay membership dues, and does not take the property with them at time of departure, the property becomes the possession of Koinonia House.

Exit Policy – Membership Dues

If a member is required to leave the Koinonia House home because of violation of rules, they are not entitled to a refund for any membership dues paid or deposits.

I have reviewed the above Fairhaven House Policies and agree to abide by the policies contained herein:

Signature of Applicant: _____

Date _____

Signature of House Manager or Program Director: _____

Date: _____

Koinonia Discipleship House Program Rules & Guidelines

1. The use of, or possession of, controlled substances, tobacco, and/or alcohol is prohibited. Gambling (purchase of lottery tickets is seen as gambling) is prohibited. The viewing of pornography or sexually explicit web sites and movies is prohibited. Fornication is prohibited. Instances of noncompliance will result in a termination of services and membership. A zero tolerance policy is strictly enforced.
2. Weapons of any kind are prohibited. Failure to comply with this rule will result in expulsion.
3. Members understand that recovery is about more than alcohol, drugs, smoking, gambling sex addiction, or food addiction. It is about walking in recovery in ALL areas of life.
4. The viewing of television, movies, and the listening of music should be appropriate for a faith-based house. TV shows, movies and music with excessive sexual innuendos or excessive cursing is not allowed.
5. Members are allowed to use the house Internet service as long as it is not excessive, does not interfere with other member's use, not reflective of addictive behavior, and they are not visiting gambling, dating, or sexually explicit web sites. Members are subject to immediate dismissal if they are found visiting pornography sites or erasing browser history on any computer. Individuals who are accessing Internet service with their own computer give the House Manager or Program Director permission to view their browser history at any time.
6. Gossip, murmuring, grumbling, questioning leadership, and other negative behavior is subject to disciplinary action with the potential of being expelled from the house.
7. As responsible adults, members are expected to show respect for each other's property, including food. Theft may result in disciplinary action.
8. It is understand that some members may be more introverted and desire more 'alone time' However members are not to 'hide out' in their rooms. Members who have more alone time are more likely to be alcohol/drug tested more often than others, and have more room inspections.
9. If a member is not in a current romantic relationship, they are strongly encouraged to not seek a relationship without seeking counsel from the Program Director. If a member chooses to date they should select dates that demonstrate godliness, high moral character, biblical principles in their life and be a born again Christian. If a potential member is in a relationship prior to becoming a member, they need to determine if the relationship is in their best interest in regards to recovery.
10. Destruction of Koinonia House property may result in arrest, expulsion, and payment for all damages.

- 11.** Upon requests by the House Manager or Program Director members may be required to take breath and/or urine analysis tests at any time without warning. Failure to do so on request will result in termination of membership. Members must take test within 30 minutes and cannot leave premises, or be alone, during this 30 minute period.
- 12.** Members are required to attend the following Seattle Open Door Church Services:
Tue-Fri 5:30am services, Wed night services, Weekly Bible Study, Recovery Church Service and Sunday AM services. Failure to comply with these requirements may result in disciplinary action, or expulsion.
- 13.** Attendance is required at house meetings. If you are unable to attend, let the House Manager know at least 24 hours in advance. Failure to attend may result in disciplinary action, or expulsion.
- 14.** The House Manager assigns household chores. Each person is responsible for keeping their assigned area clean. Failure to do assigned chores and duties may result in disciplinary action. Besides assigned household chores, members may be requested to help with various responsibilities at Seattle Open Door Church.
- 15.** Unless members are physically or mentally disabled to the point of not being able to work, they are to make every effort to be gainfully employed. Members are to fill out logs to verify they are actively looking for employment. If they are not actively looking for employment they must be taking courses to help improve their chances of being employed. Individuals who are not currently working or attending school will be required to help with additional duties at the house or church.
- 16.** All members are required to tithe (10%) of their income to Seattle Open Door Church.
- 17.** Members are to stay in communication with the house manager. There is a midnight curfew. Members must stay an average of (5) five nights a week at Koinonia House. It is required that members let the House Manager know if they will be staying overnight. No overnight stays with the opposite sex. This notice is to be given at least 3 hours in advance. (Exception-the first 30 days a member cannot be away from the house overnight.)
- 18.** Cooking is not allowed in bedrooms. Members are not allowed to use hotplates, crock pots, microwave ovens, toasters, toaster ovens, rice cookers, electric skillets, or any other device which heats and cooks food in their rooms.
- 19.** Members are not allowed to have personal heaters in their room unless approved by the House Manager or Program Director. Members may have to pay an additional house fee to cover the additional electricity costs.
- 20.** Members are not to do any improvements/repairs/changes in their room unless approved by House Manager or Program Director.

- 21.** Members must keep their rooms reasonably clean. Odor, garbage and clutter affect everyone else and can contribute to fire damage and /or attract rodents and insects. Members who do not keep their rooms reasonably clean may receive disciplinary action. Members give permission for their room to be inspected (with their presence) without prior notice.
- 22.** Members are to dress in an appropriate manner in public areas of the house.
- 23.** Overnight guests are not permitted other than member's children if approved by unanimous vote of house members. Visitors are expected to obey all the rules while visiting a member. No guests are permitted without the prior approval of the House Manager. Visitors of the opposite sex are to only be in common areas of house.
- 24.** All members who desire to drive/operate a motor vehicle must have a valid WA driver's license as well as current liability insurance. The insurance must be kept up to date.
- 25.** Members are only allowed to have one vehicle on the property (without prior approval). Inoperable or unlicensed/unregistered automobiles may not be parked or stored on the property, nor on any street or alley serving the property. Violation of this policy will result in the towing of the vehicle to a storage facility or left on the highway as an abandoned vehicle. Members will be responsible for all fees.
- 26.** House repair needs must be reported to the House Manager immediately. Members are responsible for any damage caused by their carelessness and/or not reporting repairs needed.
- 27.** Members are allowed to stay in the program for a maximum length of 18 months. Extensions will be granted on a case by case basis.
- 28.** All members will establish a budget within the first two weeks of residence. Budgets will be reviewed with the Program Director or House Manager. Every month, members will present evidence that they are living within their budget. If a member's income or expenses change, they will meet with Program Director or House Manager to create a new budget.
- 29.** The undersigned recipient agrees to release and hold harmless Koinonia House and Fairhaven House or any of its agents or employees from liability for any injury or damage to any personal property or person happening on or about the premises being occupied, or for any injury or damage to the premises or to any personal property of the undersigned or of any person contained herein. Also, the undersigned recipient understands that Koinonia House and Fairhaven House is not responsible for any personal property left and abandoned (not picked up within 3 days) when their room is vacated.
- 30.** Program rules and policies are subject to be updated. House members will be advised of upcoming changes. If house members do not want to abide by changes, they may choose to leave the following month.

Additional Requirements for those who have been given exceptions to Koinonia House Entry Requirements

Applicant _____ have special requirements. Yes or No

1. Applicant will be on a _____ day blackout. The blackout requirements will be:

2. Applicant will also be required to do the following, or have the following exceptions:

I have reviewed the above Program Guidelines and Rules, and agree to abide by the rules contained herein:

Signature of Applicant: _____

Date _____

Signature of Manage or Program Director: _____

Date: _____

**Fairhaven House Koinonia Discipleship House
Computer/Internet Usage**

Each Koinonia House member is assigned a unique login username and password by the Program Director. The password is not to be shared with any other member and is not to be changed by anyone except the Program Director.

Each Koinonia House member is to log into their own personal user account prior to using a computer. Members are to log out of their account when they are no longer using a computer.

Members are not to visit any gambling, pornography, dating, or any other web sites that would be inappropriate for a faith-based house. Excessive use of Facebook is not allowed.

Members are not to erase their browsing history. Members caught erasing their histories are subject to disciplinary action. Due to the fact that members are to log out of their user account when done using the computer, if there is inappropriate web sites found in the Internet browsing history it will be assumed that the member is one who visited the inappropriate site.

Members who have their own computers/laptops are subject to same guidelines.

Disciplinary Action

If any member is found to be guilty of any of the above guidelines, they will be warned one time. On the second offense they will receive disciplinary action which may include the revoking of their membership. If a member has violated any Internet related laws, they are subject to having their membership revoked immediately and potential criminal charges. Members who visit pornography will have their membership terminated.

Members who violate any of the above guidelines are subject to being permanently banned from using the Internet.

I have reviewed the above Koinonia House Computer/Internet Policies and agree to abide by the policies contained herein:

Signature of Applicant: _____

Date _____

Signature of Manager or Program Director: _____

Date: _____

**Fairhaven House Koinonia Discipleship House
Medication Policy**

Any member prescribed narcotics by a physician must have a letter from a physician acknowledging that the care-giver is aware that the patient is a recovering alcoholic or drug addict and that, in their professional opinion, there is no alternative or suitable non-narcotic pain medication for the condition. The letter ought also to state the length of time the patient should be on their prescribed medication.

All medication issues need to be brought to the attention of the House Manager including, but not limited to, narcotics or pain medication. A list of each member's medication type and dosages must be submitted by that member upon admission to the house to assist responders in the event of a medical emergency.

Taking prescription medication in any manner or dosage other than that prescribed is considered a relapse with appropriate consequences. Taking over-the-counter medications at a higher dosage or more frequently than the manufacturer recommends may be considered a relapse.

Sharing prescription medication or the taking of another member's medication, with or without their permission, is not only a relapse, it is against the law.

Members are to keep their medications out of sight to avoid relapse triggering by other house members.

Members taking medications for mental health issues are stay on their medications unless they have a signed release from their doctor stating they no longer need to take their medications. Members must also sign a release of information so that Program Director may speak to their doctor if there are signs that the medication is not working properly.

I have reviewed the above Medication Policy and agree to abide by the policies contained herein:

Signature of Applicant: _____

Date _____

Signature of Manage or Program Director: _____

Date: _____