



Cozy Nest Living

Here, You're Always Home

Cozy Nest Living – House Rules (Exhibit A)

To maintain a safe, respectful, and supportive living environment, all residents of Cozy Nest Living must follow the rules outlined below at all times. These expectations promote harmony, cleanliness, and accountability for everyone in the home.

General Conduct & Safety

- **Admission Hygiene Requirement** – All residents must shower and wash their clothing upon arrival or re-entry before using shared spaces. This ensures a clean, sanitary, and respectful environment for everyone. Management may provide detergent or hygiene items if needed.
- **Guests** – No personal or overnight guests are permitted. Only approved professional visitors (e.g., case managers, therapists, probation officers) may visit with prior management approval.
- **Drugs & Alcohol** – Absolutely no use, possession, or distribution of alcohol, illegal drugs, marijuana, or controlled substances. Prescription medications must only be used by the person prescribed.
- **Smoking / Vaping / Hookah** – Not permitted inside the home or shared outdoor spaces. Use only designated smoking areas if provided.
- **Testing & Inspections** – Management may require drug or alcohol testing or room inspections for safety and compliance. Refusal may result in immediate removal.
- **Security & Cameras** – Do not unplug, cover, or tamper with security equipment. Keep doors locked and never share entry codes.
- **Cleanliness** – Maintain clean personal and shared spaces daily.
- **Medication** – Store medications securely. Never share or leave them unattended.
- **Pets** – No pets without written management approval.
- **Respect & Behavior** – Treat others with kindness and respect. Harassment, threats, or disruptive behavior will not be tolerated.
- **Personal Boundaries / No Dating** – Residents are expected to maintain appropriate personal boundaries. Romantic or sexual relationships between residents are not permitted, as they can lead to conflict, distractions, and breaches of privacy.

- **Borrowing or Lending Money** – Residents and staff are not permitted to borrow, lend, or request money, personal items, or other valuables from one another. This includes cash, food, transportation, or digital transfers (e.g., CashApp, Venmo, etc.).
- **Weapons & Violence** – Weapons, fighting, or violent behavior are strictly prohibited and may result in immediate removal.
- **Common Areas** – Sleeping in living rooms or shared spaces is not allowed.
- **Privacy & Belongings** – Do not enter another resident’s assigned sleeping space or use their belongings without permission.
- **Transportation & Parking** – Residents are responsible for their own transportation. Park only in approved areas and never block driveways.
- **Personal Property** – Cozy Nest Living is not responsible for lost, stolen, or damaged items. Keep valuables secured.
- **Problem Solving** – Bring concerns directly to staff instead of confronting other residents.
- **Hygiene & Appearance** – Maintain good hygiene by showering regularly, wearing clean clothes, and keeping living areas sanitary.

Cleaning & Maintenance

- **Clean as You Go** – Clean up immediately after using the kitchen, bathroom, or common areas.
- **Dishes/ No Dirty Dishes in Sink** – Residents must wash, dry, and put away dishes immediately after use. No dirty dishes may be left in the sink, on counters, or in shared spaces.
- **Surfaces & Trash** – Wipe down counters, tables, and appliances; remove trash regularly and replace liners.
- **Refrigerator** – Clean spills immediately and throw away expired food.
- **Bathroom Etiquette** – Keep bathrooms sanitary: flush properly, wipe surfaces, remove hair from drains, and limit time during peak hours.
- **Floors** – Sweep or vacuum high-traffic areas regularly.
- **Laundry Area** – Clean the lint trap and wipe down machines after each use.
- **Personal Room Cleanliness** – Each resident is responsible for maintaining a clean and sanitary living space. Rooms must be kept organized, free of trash or clutter, and in condition suitable for inspection at any time. Sleeping spaces are assigned as part of the program and may be inspected or reassigned at any time.
- **Chore Schedule** – Complete assigned chores to help maintain shared areas.

Cleanliness & Shared Responsibility

- A chore schedule will be posted in the common area each week and will rotate among residents.
- Chores must be completed by the listed due date and verified by the Program Director or House Manager.
- Residents must clean up after themselves immediately after meals or personal use of shared areas.
- Personal spaces (bedrooms) must be kept neat and free of trash or food.
- Failure to complete assigned chores may result in a written warning, additional duties, or loss of privileges.
- Management reserves the right to inspect shared spaces at any time to ensure cleanliness standards are maintained.

(See the Cozy Nest Living Weekly Chore Schedule posted in the common area for current assignments.)

Positive Participation & Recognition Policy

Residents who consistently maintain their assigned areas, demonstrate teamwork, and show respect toward others may be recognized through **Cozy Nest Living's Positive Participation Program**.

Recognition may include small incentives such as gift cards, thank you- notes, or acknowledgment as *Resident of the Month*.

Recognition is at the discretion of management and is intended to promote accountability, pride, and a positive shared living environment.

Curfew & Quiet Hours

- **Noise Control** – To maintain a peaceful environment, no loud music, television, or conversations are permitted after **7 PM**. Residents should use headphones or keep volumes low in shared spaces.
- **Curfew** – All residents must return by **11 PM** unless management grants prior approval (e.g., for work). **No leaving or re-entering after curfew except during emergencies.**
- **Quiet Hours** – Quiet hours are observed from **11PM to 7AM** daily. During this time, residents must avoid loud noise, music, or disruptive activity. Reasonable noise levels are expected at all other times to maintain a peaceful environment.

- **Smoking & Vaping After Curfew** – Smoking, vaping, or use of tobacco products is not permitted inside the home or in shared outdoor spaces such as porches, patios, or entryways. **Residents may use designated outdoor smoking areas before 11 PM only.**
- **After curfew (11PM-7AM), no smoking or vaping is allowed anywhere on the property,** including designated areas, to maintain safety and respect for others during quiet hours.

Kitchen & Laundry Rules

- **Kitchen Curfew** – No cooking or food prep after **9 PM**. The kitchen must be cleaned and closed by this time.
- **Laundry Curfew** – No laundry after **8 PM**. Machines must be finished and turned off by this time.
- **No Stovetop Cooking** – Stovetop use is prohibited.
- **Food Boundaries** – Eat only your own food; do not take anything that isn't yours.
- **Food Responsibility** – Residents are responsible for purchasing and preparing their own meals. Shared pantry items are not guaranteed.
- **Laundry Expectations** – Residents must do at least one load of laundry per week and no more than two loads unless approved by management. Bedding should be washed twice per month.

Program Terms & Fees

- **Housing Fees** – Pay all fees on time. A **\$300 non-refundable community fee** is due upon arrival. Fees are non-refundable if a resident leaves or is removed.
- **Payment Disputes & Fees Policy** – All program payments made to Cozy Nest Living are **final, non-refundable, and not subject to dispute, chargeback, or reversal** through any payment processor or financial institution. Payments must be submitted only through **Stripe (via the Cozy Nest Living website), money order, or cashier's check**, or another approved method authorized in writing by management. Any **attempt to dispute or withhold payment** will be treated as non-payment and may result **in suspension or termination from the Program within twenty-four (24) hours** of notice. Residents must address billing concerns directly with management before contacting any payment provider.
- **Notice of Departure** – Provide at least **30 days' written notice** before leaving.
- **Notice of Absence** – Notify staff if away more than **3 days**. Failure to do so may be considered a voluntary exit.
- **Termination or Move-Out** – Upon leaving or termination, residents must collect belongings within **24 hours**. Items left behind may be donated or discarded.

- **Month-to-Month Participation** – Residency is reviewed monthly and continues only with management approval.

Resident participation is a revocable license and not a lease.

- **No Re-Entry After Termination** – Residents who are terminated may not return. Unauthorized entry will be treated as trespassing.
- **Voluntary Program / Non-Tenancy** – Cozy Nest Living is a voluntary program and does not create a landlord-tenant relationship under Maryland law.
- **Hospitalization** – Residents remain responsible for housing fees during hospitalization if they wish to keep their room.
- **Mail & Packages** – Residents are responsible for managing their own mail. Any items received after departure will be returned to sender.

Receiving mail at the home does not create a landlord tenant relationship.

- **Questions & Updates** – Direct questions to staff. Rules may be updated by management as needed.

Enforcement

Violations of these rules may result in:

- Written warning
- Probation
- Removal from the program (for serious or repeated violations)

Continued disregard for program policies or safety standards may result in immediate termination of residency.

Acknowledgment

I confirm that I have read, understand, and agree to follow all **Cozy Nest Living House Rules** while residing in the program. I understand these rules are designed to maintain a safe, respectful, and orderly home environment, and that violations may result in corrective action or removal.

Resident Name (Print): _____

Resident Signature: _____

Date: _____

If referenced in a Resident Housing Agreement, this document shall serve as Exhibit A.

These House Rules are part of Cozy Nest Living's program participation license and do not create a landlord-tenant relationship.