



TEMS Village Intake Form
Low Income Housing Institute

Date: _____ Time: _____

First Name: _____

Middle Name: _____

Last Name: _____

State: _____

Contact Number: _____

CODE OF CONDUCT

The people of the Low Income Housing Institute (LIHI), in order to keep a more harmonious community, ask that you observe the following Code of Conduct:

- Please respect the rights and privacy of your fellow villagers- be sure to clean up after yourself and do not take belongings that are not yours.
- Smoke alarms and carbon monoxide alarms have been installed in each unit. Do not tamper with or disable.
- No open flames in tiny homes.
- Smoking must be done in the designated smoking area.
- Refrigerators, microwaves, propane tanks, unauthorized heaters or appliances are not allowed in any tiny home.
- No food is allowed in any tiny home unless food is packaged in an air sealed container and disposed of when finished.
- Curfew is at 11PM every night. All residents must be in the village by 11PM unless otherwise approved by the Special Projects Manager.

- Case Management is required. You are expected to meet with your Case Manager at least twice per month to discuss housing.
- Please keep food stored in designated space in the refrigerator, labeled with initials and house number.
- All animals must be on a leash when being walked and owners must pick up their animal's waste. Residents must show proof of vaccinations, spay/neutering documentation before move-in. Residents are not allowed to leave their pet unattended in their tiny homes.
- No alcohol, drugs, or marijuana are allowed in any public spaces within the village, outside the entrance, the alley, or the surrounding area.
- Weapons are not allowed at the village.
- Violence will not be tolerated. Please attempt to resolve any conflict in a peaceful manner. For resolution, see section leader. If further assistance is needed, please see village staff.
- Degrading, ethnic, racist, sexist, transphobic, or homophobic remarks are not acceptable and will not be tolerated.
- Physical punishment, verbal abuse, retaliation, or intimidation will not be tolerated.
- Visiting is not allowed at this time due to Covid-19.
- Residents are responsible for all household members.
- No loitering or disturbing neighbors- no trespassing on private property.
- One bicycle per person and it must be stored in a designated bike area.
- No storage of personal belongings or furnishings will be permitted on decks, porches, or other public areas.
- Weekly community meetings are required and take place every Monday at 3pm. Please communicate with staff if you cannot make it.
- Every member of the community is required to contribute to the village with hours of service. This will be assigned by village staff each week and will rotate between each tiny house section.
- For the safety of the village, bag searches may occur at any time by any member of the staff.
- The unit at the village must be the resident's primary residence.
- Residents must sign themselves in at the village every day. Three days without signing in is considered abandonment and your unit will be cleared of your belongings.

Other Site Rules:

- All residents must use the main gate for entry and exiting the village.
- Be courteous to our neighbors. No loitering around the village and surrounding areas. (Remember that we do have a good neighbor's agreement)

I/ we by my/ our signature (s) below, acknowledge that I/we have read and understand the above agreement and agree to be bound by them.

I acknowledge that a copy of this document was provided to me.

Participant Signature: _____ Date: _____

LIHI Signature: _____ Date: _____

Special Project Manager Signature: _____ Date: _____

IF THESE RULES AND GUIDELINES ARE NOT RESPECTED AND ENFORCED, DISCIPLINARY ACTION WILL BE TAKEN, AND MAY LEAD TO BEING EXITED FROM THE VILLAGE.