

## Financial Policy

Upon admission you must pay \$1300 for 25 Bramhall & \$1300 for 19 Bramhall. This includes the following:

<b>25 Bramall</b>	<b>19 Bramhall</b>
1 month rent (\$800)	1 month rent (\$800)
Security Deposit (\$400)	Security Deposit (\$400)
Administration Fee (\$100)	Administration Fee (\$100)
*Credit Card Convenience Fee (2.9%)	*Credit Card Convenience Fee (2.9%)
*Credit Card Convenience Fee is only applicable if not paying by check or cash	

*NOTICE: If you came in with the help of a scholarship, there will be no security deposit refund. That scholarship will be either used for a future resident, or returned to the non-profit. Scholarship money will always be used toward security deposit.*

### **First month's rent following intake:**

Your first rent payment will be due on the 1<sup>st</sup> of the month following your intake. Most of the time, this results in a prorated amount equaling less than the typical rent. Each month is based on 30 days and is calculated on a daily basis of \$26.66/day at both houses.

*Example: You move into 19 Bramhall on June 7<sup>th</sup> and pay \$1300. Your next rent payment will be due on July 1<sup>st</sup> in the amount of \$613 (23 days at \$26.66/day).*

### **Refund of Security Deposit:**

In order to receive your full security deposit back you must leave the room in the same condition as you found it, and give proper notice. We require 30 days written notice when moving out. We are very strict about this, as we need ample time to refill the room with the best possible resident. This often can mean waiting weeks until they are discharged from a rehab. In order to maintain our relatively low rent, unpaid beds need to be kept to an absolute minimum. Therefore, if you are discharged for any reason, you will be charged for the next 30 days of rent. In addition, the agreed upon commitment of 90 days residency must have been fulfilled.

*Example 1: You have paid rent for the month of June at 19 Bramhall, but are discharged on June 13<sup>th</sup> for dishonesty. You will be charged for the next 30 days of rent or until July 13<sup>th</sup>. Your security deposit will cover the amount owed with a remaining balance of - \$53.32 (2 days @ \$26.66/day). A refund check will be sent within 30 days of your departure in this amount.*

*Example 2: You have paid rent for the month of June at 19 Bramhall, but decide to leave and move in with a friend on the morning of June 23<sup>rd</sup>. You will be charged for the next 30 days of rent or until July 23<sup>rd</sup>. Your security deposit will cover 15 days of the next month with eight days still owed. A bill in the form of an invoice will be generated and sent to your last known address for \$213 (8 days @\$26.66/day).*

**By signing below, you are agreeing that you fully understand the information contained above.**

**Printed Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Signature** \_\_\_\_\_