



Tam House

tamhouse100@gmail.com • (415) 457-5633 • P.O. Box 2969, San Anselmo, California, 94979

UPDATED JULY 2022

**GUIDELINES FOR LIVING TOGETHER AT TAM HOUSE
AND
STATEMENT OF UNDERSTANDING**

GENERAL

- Every Resident is responsible for his or her private room. Common area responsibility is shared by all.
- Each Resident is equal and has an equal voice. There is no seniority.
- There is no smoking anywhere on Tam House property.
- Dogs and dog visitors are not allowed.
- Overnight visitors are not allowed.
- In the event of a medical emergency 911 must be called.

YOUR ROOM

- You are expected to keep your room clean and safe. You may contract with the cleaners if you choose not to clean it yourself, but it must be kept relatively clean and neat to avoid falls.
- Tam House reserves the right to inspect your room at any time, with no notice, to evaluate for safety concerns.
- ***Do not eat or store food in your rooms; no refrigerators are permitted in the rooms.***
- No flames or burning candles.
- Our handyman will change high fixture light bulbs. You are responsible for all else in your room.
- If you want it, you pay for your own phone and television in your room; free Wi-Fi is provided throughout the house as well as TV in the living rooms of each house.
- Keys: You are responsible for both keys to your room. ***Find a key companion to hold your spare key, as there is no one available 24/7 to open a locked door for you.***

COMMON SPACE

- All public spaces are open to all Residents.
- A cleaning crew comes in every 2 weeks, but Residents are expected to clean up after themselves in public spaces.
- The Chef's kitchen is out of bounds except for weekend meal prep.
- No storage of personal items is available outside of your room. Some exceptions are allowable in discussion with other Residents and the House Manager. (Exceptions might include a rocking chair, side table, that sort of thing.)
- There are quiet hours in each house, usually from 10:00 pm to 7:30 am. Please honor them.
- Visitors are not welcome to walk in. Please meet your guests at the door and be sure they follow basic privacy rules of the house.

APPEARANCE AND DRESS

- Residents are expected to shower regularly.
- When in common areas, Residents are expected to be dressed in clean, neat clothing. "If you sleep in it, it is not appropriate for the common areas of the house."

RENT

- Rent is due on the 1st of the month; late on the 6th. A late fee of \$50.00 may be assessed. If you are having difficulty, talk to the Manager **before the rent is late.**

HEALTH, MAINTENANCE, AND SAFETY

- Bring all maintenance issues either to the Chef/Handyman, or to the House Manager, especially small leaks, running toilets, electrical problems – immediately. It helps keep costs down and that directly impacts the rents we need to charge.

FOOD

- No food or food storage in your rooms.
- **Refrigerators are NOT permitted in the rooms.** (As our electricity bills have been rising, we intend to enforce this regulation. Please remove any refrigerator you have in your room.)
- Breakfast supplies are provided (limited). Lunch is your responsibility. **Please do not hoard common breakfast or leftovers for lunch.** A fully cooked dinner is prepared 5 nights a week; Residents work together to decide how to provide for weekend food.

- In the interest of fostering community, Residents are asked to eat as many dinners together as they can.
- Let the cook know at least a day in advance if you will NOT be eating that day.

LAUNDRY

- The house provides laundry and soap. Please do not run many small loads each week; conserve water by running larger less frequent loads.
- Sign up for laundry room times. At least 10 people use one machine each week.
- Laundry must be completed and quiet by 9:30pm.

CARS AND PARKING

- There is no guaranteed parking at Tam 1. The driveway is drop off and pick up only as well as for staff use. (If you are leaving town for a vacation, you can arrange with the House Manager to leave your car at the back of the driveway. The House Manager will need to keep a set of keys to the car while you're away.)
- Limited parking is available at Tam 2. The residents agree upon a rotation for use.
- ***Please be advised, there is no overnight parking in San Anselmo without a permit.*** Any resident may apply for a parking permit at the Police Station.
- A disabled placard allows you to park on the street at any time.

COMMUNICATION

- Please try to resolve differences among yourselves as quickly as possible. If necessary, the Manager can help you with that skill.
- House meetings may be called periodically – generally following the Tam House Board Meetings. If you believe a House Meeting is needed at other times, please ask the House Manager to call the meeting.
- ***Bullying and verbal threats are cause for termination – violence is cause for IMMEDIATE termination.***
- Alcohol is permitted at Tam House. ***However, inappropriate, intoxicated behavior is cause for termination.***
- Acting as another Resident's caregiver or managing their medications for them is not allowed.

When in doubt: *Do to others what you wish they do to you and do not do to others what you do not wish they do to you!*

TAM HOUSE - STATEMENT OF UNDERSTANDING

I fully recognize that Tam House is shared, communal living for responsible seniors. It is my clear understanding that by becoming a resident of Tam House I am committing to the following agreements:

{Please Initial if You Agree with the Following Statements}

- I will be an active participant in **harmonious cooperative living**

- I will abide by all **House Rules of Respect ("Guidelines for Living Together in Tam House")**

- I will contribute on a regular basis to **helping with daily house chores** (for example: cleaning, gardening, weekend meals, etc.)

- I will participate in evening **Communal Dinners** as much as possible

- I recognize that the Tam House **Meal Program** does not provide for special individualized diets and every resident pays for meals even if they prefer something else

- I have **no substance abuse issues and I do not smoke**

- I will participate in **House Events** (House Meetings, BBQs, Holiday Parties, Special Events, etc) as much as possible

- I understand and accept that Tam House is not a licensed care facility, and that Tam House provides **no personal services, on-site medical assistance, programmed activities, or transportation.**

Name (print) _____

Name (signature) _____

Date _____