

Leaving The Comfort House is a celebration, as it should indicate that the Guest Family's next permanent housing solution has been achieved. In those occasions where a family is asked to leave before they are ready (or their length of stay not extended), we will make every effort to provide 2 weeks' notice. However, that timeline cannot be guaranteed. TCH is not responsible for providing or finding permanent housing for our Guest Families.

Guest Families of The Comfort House are not considered tenants; removal/end of stay will be at the sole discretion and discernment of Mt. Comfort Church, Inc (MCC). Guest Families are solely responsible for any damage, loss, accident, or injury to person or property from the use of The Comfort House and release MCC of any liability. After an "End-of-Stay Notification" has been issued, should a Guest Family not leave by the End-of-Stay Date, local law enforcement could be involved. MCC has the right to prosecute any guest who has stolen, or intentionally damaged, property associated with The Comfort House.

Head of Household Signature: _____

Printed Name: _____ Date: _____

TCH Team Member Signature: _____

Printed Name: _____ Date: _____



www.MtComfortChurch.com | 317.894.8965

The Comfort House is not just a ministry of Mt. Comfort Church. TCH is a response from this community in recognition of a need to support families who have lost their home. It is made possible through our ever-growing list of community partners and referring organizations.



The Comfort House provides emergency and transitional housing for families who have been tragically displaced from their home.

Information & Expectations

The Comfort House (TCH) is a duplex, fully furnished and equipped. At any given time, TCH has the capacity to serve two families of up to six members each or one large, multigenerational family. There is no fee to stay at The Comfort House. The best suited families for TCH should own a legal, reliable mode of transportation and regular income.

All praise to God, the Father of our Lord Jesus Christ. God is our merciful Father and the source of all comfort. He comforts us in all our troubles so that we can comfort others. When they are troubled, we will be able to give them the same comfort God has given us.

- 2 Corinthians 1:3-4

TCH Emergency Cell Phone: 317.765.9717

This phone is monitored for calls and texts by TCH Team Members 24/7

Process To Become A TCH Guest Family...

- TCH vacancies are communicated via our church website and to/thru our Referring Organization (RO) partners.
- Families needing emergency/transitional housing are referred by our ROs or can contact MCC via TCH Emergency Cellphone.
- Every TCH Guest Family will start with a 72-hour Emergency Agreement, a basic information form. During this period, our TCH Team will work with the family to assess further support.
- Should a longer stay be warranted, our TCH Team will walk the family through our detailed Transitional Housing Application, including a permanent housing solution plan.
 - Household Member Information*
 - Family Pet Profile
 - Questionnaire/Needs Assessment
 - Length-of-Stay Agreement (not to exceed 3 months)**
- Following transitional housing approval, TCH Guest Families must schedule weekly, in-house check-ins with our TCH Team.

* Background checks will be conducted on all guests 18-years and older.

** A "Length-of-Stay Extension" can be granted if/when warranted.

Transitional Housing Expectations & Rules...

- Guest Families are asked to sign a Unit Contents Inventory at both the beginning and end of their TCH stay.
- Guest Families are asked to limit personal items they bring into the home to necessities and store the rest of their belongings/furniture in the provided storage container.
- Guest Families will be provided a Welcome Basket with some starter items, but are responsible for consumables such as food, paper products, cleaning supplies, laundry detergent, etc.
- Guest Families are expected to keep the house in clean and working order. Please report any house or contents damage, maintenance issues, or concerns immediately.
- Guest Families are expected to respect other guest families; excessive noise, obnoxious odors, etc. will not be tolerated.
- Guest Families are not permitted to burn candles or incense.

- Guest Families are asked for a \$500 damage deposit, to be broken into weekly installments during their stay. Deposit will be returned if no damage is determined.
- Guest Families are not permitted to have overnight guests. Outside guests are welcome during the day, but a household member 18-years or older must be present.
- Guest Families participating in illegal behavior or activity will result in immediate removal from the house.
- Guest Families are not permitted to smoke/vape in or within 25 feet of the house or church.
- Guest Families should not rearrange furniture or add/remove items from the walls.
- Guest Families are allowed to have their pets but must clean up after them both inside and outside. Pets must be kept under control as excessive pet damage could result in removal.
- Guest Families are required to disclose all firearms; they must be secured and stored in the provided safe or storage container.
- Guest Families are asked to park in the church parking lot. The driveway behind TCH is limited to loading/unloading.

Other Important Information...

- A basic TV entertainment package and wireless internet are provided. TCH does not provide phone service.
- TCH has a communal washer & dryer w/ iron & ironing board.
- A dumpster is provided in the southwest corner of the church parking lot for Guest Families to dispose of trash.
- Security cameras are monitored and positioned around the outside perimeter of TCH as well as the inside foyer.
- Guest Families will receive a lock code for TCH main door and a separate code that will operate the front and back doors of their assigned unit; codes should not be shared outside of household.
- TCH is not responsible for our Guest Families' lost, stolen, or damaged personal items. Personal items left after a Guest Family's "End of Stay" will be forfeited after 72 hours.
- It is suggested mail be held at the post office.