

TMH GUEST POLICY

- 1. GUESTS.** All guests should report to the front desk, leave their picture ID, and wait for the resident to be notified of their arrival. Male guests are welcome on the lobby level only. Men are not allowed on the basement or residence floor levels. A resident may have one female overnight visitor in her room per night provided the resident is present. Guests may not stay longer than seven nights without special permission. All overnight guests must be registered at the front desk 24 hours prior to the guest's arrival and payment must be made upon their arrival. Children under the age of 12 are not permitted to stay at TMH. Residents are responsible for ensuring that their guests abide by TMH rules.

- 2. GUEST FEES.** If the guest room is available, it can be reserved for your guest for a fee of \$100.00 per person per night. If the guest suite is available, it may be reserved for your guest(s) for a fee of \$150.00 for two people per night. Cots with linens (sheets, blanket, and towels) for your guest to use in your room can be rented for \$25.00 per night. If the guest prefers to sleep on the floor or brings an air mattress the fee is \$10.00 per night. A guest reservation form must be filled out via www.tmhdc.org **24 hours in advance** of the guest's arrival. Please note, if you would like to reserve the guest room or guest suite, you will need to give **at least one week's notice**, and then, receive written confirmation via email from the Executive Director regarding the reservation. *These guest rent fees do not include meals.*

- 3. GUEST MEALS.** Guest meal tickets may be purchased from the front desk. Breakfast is \$5.00, Dinner is \$10.00, and Brunch is \$7.00. Guests must present meal tickets to the kitchen staff to be served.

- 4. GUEST HOURS.** Visitors who are not staying overnight must leave their ID at the front desk while they are in the building and must exit the building by 11:00 p.m. on weekdays and 12:00 a.m. on weekends. No visitors are allowed in the building before 7:00 a.m. For security purposes, visitors must stay in the lobby unless accompanied by a resident.