

The Manor  
49 West Genesee Street  
Skaneateles, New York 13152.

**Application for Residency**

The Manor provides a residence for independent adults. Applicants must be in reasonably good physical and mental health to be considered for admission

- 1 Name\_\_\_\_\_
- 2 Present Address\_\_\_\_\_
- Telephone number\_\_\_\_\_ Cell phone number\_\_\_\_\_
- 3 Date of Birth\_\_\_\_\_
- 4 Name and address of nearest relative.
- Name\_\_\_\_\_ Relationship\_\_\_\_\_
- Address\_\_\_\_\_
- Telephone number\_\_\_\_\_ Cell phone number\_\_\_\_\_
- 5 Is this relative the person who will be consistently and actively involved in your support?  
Yes\_\_\_\_\_ No\_\_\_\_\_
- If not, who will that person be?
- Name\_\_\_\_\_
- Address\_\_\_\_\_
- Telephone number\_\_\_\_\_ Cell phone number\_\_\_\_\_
- 6 Have you been in a hospital or rehabilitation facility in the last five years Yes\_\_\_ No\_\_\_
- If yes, give details and dates\_\_\_\_\_
- 7 Name and address of your Primary Care Physician
- Name\_\_\_\_\_
- Address\_\_\_\_\_
- Telephone number\_\_\_\_\_
- 8 What is your average monthly income? \$\_\_\_\_\_

This application and the physician's report must be reviewed by the Manor Board for approval before an applicant can move into the Manor. These can be mailed to the Manor or dropped off at the First Presbyterian Church, 97 E Genesee Street, Skaneateles.

A non-refundable fee of \$25.00 is required with the application, however, upon admission it will be applied to the first month's rent.

At time of admission, a check to cover the first month's rent and a security deposit equal to one month's rent is required.

The residents/resident's family is responsible for his or her medication. No medications are dispensed.

The Manor manager/cook provides the usual foods for normal diets. No special diets are provided.

The applicant is expected to care for her/his own room, however, periodic vacuuming and bathroom cleaning are provided by the Manor.

Meal time is an opportunity for residents to interact with one another in a family-like environment. Residents are encouraged to be present at most meals.

The Manor is a non-smoking residence.

The Manor must ensure a safe and comfortable living environment for all residents. A chairlift is available for those who depend on a walker and/or a cane and need to get to the second floor.

Occasionally a resident may need a temporary oxygen tank. This situation must be approved in advance by the Board.

### **Aides /Companions**

Occasionally, a resident/resident's family may find it necessary to hire a temporary aide or companion to assist a resident with their daily needs or doctor's visits. It is our expectation that the aide/companion will help maintain the family atmosphere at the Manor. The board reserves the right to ask a family to replace an aide/companion if they do not conform to this requirement.

### **Termination and Transfer**

The resident, family or caregiver may terminate occupancy by providing 30 days notice.

This agreement may also be terminated by the Board at its sole discretion by giving the resident, family or caretaker 30 days notice

Reasons could include, but are not limited to:

- 1 The resident needs medical or nursing care that the Manor cannot provide.
- 2 The resident's behavior may pose a risk of harm to her (him) self or anyone else at the Manor.
- 3 The resident fails to make timely payments.
- 4 The resident's behavior interferes with the orderly operation of the Manor.

If a resident fails to leave the Manor after a 30 day notice of termination, the family will be responsible for relocating the resident.

**Limitation or Liability**

The Manor shall not be liable for any personal injury or property damage sustained by the resident unless such injury or damage is caused by gross negligence or willful misconduct on the part of the Manor, its employee or agent. The Manor shall not be liable for loss, theft or destruction of the resident’s personal belongings placed in any part of the Manor or the Manor’s property. Renter’s insurance is strongly recommended.

**Financial arrangements**

Basic monthly rate is \$ \_\_\_\_\_

The monthly rate shall be payable in advance.

A resident’s occupancy under this agreement will continue during any periods that the resident is temporarily living outside the Manor. No refunds will be made if the resident leaves the Manor before the end of a prepaid month.

If it becomes necessary to increase the monthly rate due to increased operating expenses, the resident will be notified at least 30 days in advance.

Signed \_\_\_\_\_

Date \_\_\_\_\_

Resident

Signed \_\_\_\_\_

Date \_\_\_\_\_

(family member or person responsible)