

Example Personal Rules

This document should be used for you to define personal rules that you will follow in life. These rules should be used in your professional and personal lives for consistency. This first page just includes a few of my own personal rules, but you can get started on page 2.

- I will always hold open doors for women
- I will always hold open doors for my elders
- I will always hold open doors for children
- I will extend my door hold if someone is right behind me
- I will not gossip about anyone
- I will allow others to complete their sentences without interjecting
- If I give my word, I will honor it
- If I have an issue with someone, I will have a 1-on-1 conversation with them explaining why
- If someone is feeling left out, I will outwardly try to make them feel included
- I will show up to ALL meetings/appointments on time, if not early
 - If I am unable to, I will send an alert at least 10 minutes before the start time
- I will not initiate conversations about an individual's religion, gender identity, finances
 - If someone initiates one of these topics with me, I will remain neutral and cautious about disclosing too much
- I will not talk about sexual matters with anyone outside of my spouse
- I will not make offensive/sexual jokes and/or gestures
- I will never allow myself to use over 10% of debt on my credit cards
- I will always keep \$1,000 minimum for emergency savings
- I will not use severe profanity in personal or professional life

