

Rules Governing Events with Alcohol

As part of the University community, all students, staff, faculty and recognized organizations are obligated to be familiar with and follow the University's Alcohol and Drug Policy. Further, individuals and organizations are expected to adhere to the requirements listed below when hosting a function where alcoholic beverages are present.

1. All local, state, and federal ordinances should be observed. Laws governing the legal drinking age will be strictly followed. No individuals under the age of 21 may consume or be in possession of any alcoholic beverage.
2. President and social chair/risk management chair from the organization must attend a workshop sponsored by the UL Lafayette Office of Drug and Alcohol Education and Prevention each academic year before any functions with alcohol are held. Typically this workshop is held in October of the fall semester. Alcohol certification will be for one year only. Alcohol certification will be valid from date of the workshop to the next workshop the following year.
3. All guidelines, policies and regulations pertaining to risk and alcohol management that are provided by the UL Lafayette Alcohol and Drug Policy should be followed.
4. Organizations must abide by all guidelines, policies, and regulations pertaining to risk and alcohol management as provided by the respective national organization and/or National Risk Management Insurers.
5. All events must be registered with the Dean of Students Office no less than two weeks in advance. If an event is cosponsored both groups must register the event.
6. No open parties are allowed. For on-campus closed parties, a guest list must be turned in within 4 days to the Dean of Students Office. Acceptable closed parties include:
 - a. Sorority/fraternity event (social)
 - b. Event with alumni group
 - c. Invitation only parties. The University reserves the right to advise each organization of the number of invitations allowed.
7. A minimum of two University Police Officers must be present at the function to serve as security guards for on-campus events. The University reserves the right to require more security guards based on the number of guests expected. The contract with the University Police must be approved two weeks prior to the event.
8. There must only be one party entrance for on-campus events.
9. All members and guests must have a pictured identification card. Individuals will be identified by age (using wristbands and/or markers provided by University Police) at the entrance and only those who are 21 years of age or older will be permitted to drink alcoholic beverages. High school students and anyone under 18 years old will not be allowed in the event.
10. A third party vendor must provide the alcohol for the event. A third party vendor:
 - a. must be a licensed caterer and/or licensed establishment that will provide trained bartenders. These bartenders must be employed by the same licensed caterer/establishment and may not drink during the duration of the event.
 - b. must possess a \$1,000,000 liability policy.
 - c. must serve only keg beer and wine for on-campus events. Any other drink must be approved in writing on a case by case basis through the Dean of Students Office prior to the event. Guests may use cash only to pay for their own beverages. Tabs in the name of the organization or members of the organization are not allowed.

11. The organization will designate one member as an Event Risk Manager. This person will serve as contact person to the University Police or licensed establishment and will not drink during the entire duration of the event.
12. The organization will provide two Designated Drivers. In case of cosponsored event then each organization must provide two Designated Drivers.
13. Non-alcohol beverages should be provided at the function. Water is not considered a non-alcoholic beverage.
14. An appropriate amount of food should be provided at the function.
15. The organization members should not permit, tolerate, encourage or participate in drinking games.
16. No common sources of alcohol shall be distributed by organization members or guests i.e. hunch bunch, kegs, keg balls, jungle juice, and bottles of liquor.
17. During the event, the chapter will prominently display three "Don't Drink and Drive" posters in the alcohol distribution area, near the entrance/exit, and in the common area.
18. If event is at a fraternity house then the band should project noise away from the neighborhood and keep the door shut at all times.
19. Greek organizations must submit structural approval form if applicable.
20. If event is at a fraternity house the exterior will be cleaned up within 48 hours of event.