

**INFORMATION ON REQUESTING TO REGISTER AN EVENT AND
POLICIES REGARDING EVENTS THAT INCLUDE ALCOHOL**

**Please familiarize yourselves with the full alcohol and other drug policy [here](#).
CMC-ONLY attendees at events currently and until further notice. CMC ID will be required at events.**

**Responsible and moderate use of alcohol is only permitted within the
time, place, manner framework outlined below.**

Time:

Student sponsored events that include alcohol cannot occur prior to 5:00 pm on weekdays, and noon on Saturdays/Sundays. Events must end and be cleaned up promptly at the start of quiet hours, as listed below.

PERMITTED TIMES FOR ACTIVITIES THAT INCLUDE ALCOHOL USE	
<u>DAY</u>	<u>PERMITTED TIMES</u>
Monday - Thursday	5 pm - midnight
Friday	5 pm- 1am
Saturday	noon - 1 am
Sunday	noon - midnight

Place:

- Responsible, moderate consumption of alcohol (no glass) is permitted in residential areas, and just outside of individual rooms, apartments, suites, including residence hall rooms, apartments, and balconies.
- Due to the pandemic, we strongly encourage events to be held outdoors.
- When registered and approved, events that include alcohol can also take place in designated residence hall lounges, BBQ areas, or other locations as approved by the Student Activities Office.
- Alcohol consumption outside these or other designated residential areas is not allowed without approval.
- Carrying an open single use serving while walking from one location to another is permitted.
- Carrying larger quantities of alcohol (handles of hard alcohol, cases of beer, etc.) is not permitted.

Manner:

Responsible, moderate consumption of alcohol is permitted within the time and place parameters outlined above and the expectations for “manner” described below.

PROHIBITED BEHAVIOR or ACTIVITIES	
<ul style="list-style-type: none">• NO hard-alcohol drinking games or shots• NO excessively loud music• NO behavior reflecting excessive intoxication	<ul style="list-style-type: none">• NO activity that infringes on free use of residential space by others• NO damaging or defacing property• NO glass bottles or containers

Beer pong/die is permitted subject to all time, place, manner guidance. Beer pong/die can be located outside the immediate vicinity of a student’s room, half-suite, or apartment. Beer pong/die cannot be located:

- on North Quad balconies
- in the hallways of Mid and South Quad residence halls
- in the North Mall (the grass area between the sidewalks that separate the North Quad residence halls)

WHEN DO I NEED TO REQUEST THAT MY EVENT BE REGISTERED?

PLEASE NOTE THAT EVENTS WITH, AND WITHOUT, ALCOHOL NEED TO BE REGISTERED

- DOES NOT REQUIRE REGISTRATION
 - Guests could fit comfortably in the hosts' half-suite, apartment, or residential room
 - Approximately 20 for most spaces, less for a single dorm room. At least one host.
 - Do you foresee it getting bigger? Register ahead of time! It's easy!
- REQUIRES REGISTRATION
 - Events that cannot fit comfortably in one residential space—definitely anything over 20 attendees (or fewer if in an individual room)—must be registered at least 7 calendar days prior to the event.
 - Must have at least two designated hosts—more depending on the size and nature of the event.

HOW DO I REQUEST A REGISTERED EVENT?

If lounge event,

- Run your event idea by your RA to see if there are any other events they are aware of being planned on the same day and to let them know you are trying to get an event approved by DOS. Then request registration [HERE](#).
- Be sure to register **at least 7 days in advance**. (few if any fall lounge events will be approved due to COVID.)
- This event will require planning and approval with Student Activities Office.
- If ASCMC event is happening that day, the event will have to conclude relative to ASCMC event's start time.
- Food and non-alcoholic beverages must be available for duration of event.
- Follow all other policies detailed [HERE](#).

If outdoor event,

- Be sure to register [HERE](#) **at least 7 days in advance; large scale events (50+) that require security staffing need to be requested at least 3 weeks in advance**
- will require planning and approval with Student Activities Office
- If ASCMC event is happening CMC that day, the event must conclude prior to ASCMC event's start time.
- Food and non-alcoholic beverages must be available for duration of event.
- Follow all other policies detailed [HERE](#).

REQUIRED FOR ALL EVENTS

- Guests must be able to freely access entries and exits at all times.
- Guests outside should be in immediate vicinity of host's room, half-suite, or apartment.
- Must be cleaned up at its conclusion.

EVENT HOSTS are responsible to do the following:

- Be present and sober for duration of event
- Ensure availability of food and non-alcoholic beverages (i.e. water)
- Ensure event and guests comply with these guidelines
- Seek help from event staff or security if unable to safely manage event
- Ensure noise stays at reasonable level
- Ensure number of people present does not exceed pre-approved number
- Clean up immediately following the event (all decorations; responsible for any cleaning or repair charges)

MARKETING EVENTS

- **Must clearly indicate "CMC ID Required"**
- May not provide information regarding type or brand of alcohol to be served, or include phrases such as "All You Can Drink" or "Get Wrecked"
- Should not encourage immoderate, irresponsible, or unsafe activities
- Phrases such as "Beverages Available" and "ID Required" acceptable