Party Registration Basics

Turn in to the Office of Residence Life by noon on Thursday for weekend events, and 24 hours in advance of weekday events.

A party is defined as any gathering of 17 or more students in one apartment. Any Wofford students or their guests planning a gathering of this number must complete this form. Gatherings of 16 students or less are not required to register their group.

Phases I, II, III & IV:
No party should ever exceed 35 individuals combined in apartment and porch areas.

Phase V:
No party should ever exceed 20 individuals inside the apartment and 6 individuals on the porch (26 total).

Please complete the following form:

House/Apartment Hosting Party: __________________________________________________________

Contact Student and Phone Number (must be a resident): ______________________________________

Party Date: ___________ Party Begin Time:__________ Est. End Time: ___________ Est. Attendance:__________

Will alcohol be present? __________ If yes, name of sober resident responsible: ________________________________

*If no, you may finish this page and turn in the form.

STATEMENT OF RESPONSIBILITY

We understand that we are responsible for the behavior and actions of every person in our apartment. We understand that Campus Safety, the Residence Life staff, or Student Affairs staff reserves the right to close this party for any reason. We agree to be respectful of our neighbors. If at any time we get a noise complaint, we agree to immediately remedy the situation. Failure to abide by any policies may result in our apartment’s loss of party privileges. We accept full responsibility for all damages and clean-up of this event.

Signature of each resident Date

_________________________________________ ______________

_________________________________________ ______________

_________________________________________ ______________

_________________________________________ ______________
If alcohol will be present at an event, the sober resident responsible must initial beside each of the following:

_____ 1. I (we) understand and will abide by the alcoholic beverage laws of the State of South Carolina, including the following:
   a. If alcohol is present at the event, all those who consume must be at least 21 years old, and possess a photo ID as proof of age.
   b. No one may provide alcoholic beverages to persons who are under 21 years old. Guests who are under 21 are not allowed to consume alcohol.
   c. Alcoholic beverages cannot be sold on college property

_____ 2. I (we) agree not to allow consumption of alcoholic beverages by anyone who is visibly intoxicated.

_____ 3. I (we) understand that common containers (kegs, beer balls, pony kegs, quantities over 32 oz.) are not permitted on Wofford College owned or leased property. Any container being used as a common container will be treated as such.

_____ 4. I (we) understand that we are responsible for all damages that occur as a result of my (our) event and guests.

_____ 5. I (we) understand that we are responsible for all cleaning of all areas affected by the party upon conclusion of the party. This includes the interior of the apartment, porches, stairs, and any other areas affected by the party, including the lawn around the apartment. All clean-up (excluding apartment interiors) must be completed immediately after the party.

_____ 6. I (we) understand that quiet hours begin at 10 PM and end at 8 AM. We agree to keep any music at a reasonable volume, and will turn any music down immediately should we receive a complaint.

_____ 7. I (we) understand that we are not allowed to have more than 35 people in our apartment and porch at any time. If the total of students exceeds 35 at any point, we agree to ask guests to leave. If any party is discovered to have more than 35 students present, the party will be closed and that apartment may lose party privileges.

_____ 8. I understand that any alcohol on a porch must be in a cup or unmarked container, and that no guest may have alcohol bottles or cans on the porch at any time. I understand that guests are not allowed to consume alcohol on the grounds of the “village” unless official approval has been given by the Dean of Students and appropriate social event registration procedures have been observed.

_____ 9. Wofford College treats Wofford students and their guests as responsible adults and expects them to act accordingly. I (we) acknowledge that Wofford, and/or its employees, are not responsible for the conduct of Wofford students and their guests and am aware the apartment residents accept full responsibility for the actions of any guests.

**STATEMENT OF RESPONSIBILITY**

I (we) agree to uphold all College, local, state, and federal policies regarding alcohol.

Signature of each resident

___________________________________________

___________________________________________

___________________________________________

___________________________________________

Signature

___________________________________________

___________________________________________

___________________________________________

___________________________________________