FRATERNITY AND SORORITY LIFE

COLORADO STATE UNIVERSITY

Joint Policy on Risk Management

(Governing all chapters of the Interfraternity Council (IFC), Multicultural Greek council (MGC), National Pan-Hellenic Council (NPHC), Panhellenic Association (PHA), and Professional Fraternity Council (PFC))

Preface

This policy and event planning procedures were last approved by the Interfraternity Council, Multicultural Greek Council, Panhellenic Council, and Professional Fraternity Council in August 2024.

All chapters and pre-chartered groups must follow their inter/national organization's risk management policies and procedures. In the event of a discrepancy between the Fraternity & Sorority Community Joint Risk Management Policy and an inter/national organization's policies, the chapter shall follow whichever guidelines are stricter. In the event of co-sponsored events, the most stringent policies of the participating organizations must be followed by all chapters.

All initiated members, new members, and members in holdover states must abide by all federal, state, province, county, city, and Colorado State University regulations, including the Student Conduct Code. This policy became initially effective for all chapters on May 30, 2015, and will be enforced by the Colorado State University Interfraternity Council (IFC), Multicultural Greek Council (MGC), National Pan-Hellenic Council (NPHC), Panhellenic Council (PHC), and Professional Fraternity Council (PFC) through the Joint Judicial Board.

Amendments and Enforcement

Amendments to the Fraternity & Sorority Community Joint Policy on Risk Management shall be voted on and approved by each active governing council and must receive a two-thirds (2/3) vote of all active and present voting chapters. Amendments to the Fraternity & Sorority Community Joint Policy on Risk Management shall not take effect until passed by all active governing councils.

All alleged violations of the Fraternity & Sorority Community Joint Policy on Risk Management shall be referred to the Joint Judicial Board, made up of members from each active governing council.

Alcohol and Drugs Policy:

1. The possession, sale, use or consumption of alcoholic beverages during a fraternity or sorority event/council event/co-sponsored function, in any situation sponsored or endorsed by the chapter(s)/council, or at any event an observer would associate with the chapter(s)/council, must be in compliance with any and all applicable federal, state, province, county, city, and Colorado State University laws and policies, and must comply with either BYOB or Third Party Vendor Event Procedures, as outlined below. All chapter facilities must be substance free with the exception of approved BYOB

tailgating events on home football game days following appropriate procedures. Substance free is defined as no alcohol or controlled substance on chapter premises. Under Colorado law, it is illegal for a person under the age of 21 to possess an alcoholic beverage, for a minor to possess a false identification with the intent to violate alcoholic beverages laws, and to provide, furnish, sell, barter, exchange, or give away an alcoholic beverage to a person under age 21.

2. The presence of alcohol products above 15% alcohol by volume ("ABV") is prohibited on any chapter premises or at any event, except when served by a licensed and insured third-party vendor.
3. No alcoholic beverages may be purchased through or with chapter or council funds, nor may the purchase of alcoholic beverages for members or guests of members be undertaken or coordinated by any member in the name of or on behalf of the chapter (e.g., admission fees, cover fees, collecting funds through digital apps, etc.).
4. The purchase, use, or consumption of bulk quantity or common source(s) of alcoholic beverages, which are not being served by a licensed and insured third party vendor, is prohibited. Bulk quantity or common source(s) includes, but is not limited to, kegs, cases, party balls, fishbowls, bongs, and funnels.
5. Open parties, meaning those with unrestricted access by non-members of the fraternity/sorority, without specific invitation, where alcohol is present, are prohibited. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverage to any minor (i.e., those under the legal drinking age).
6. The possession, sale, and use of any illegal drugs or controlled substances while on chapter premises or during a fraternity or sorority event/council event/co-sponsored function, in any situation sponsored or endorsed by the chapter(s)/council, or at any event an observer would associate with the chapter(s)/council, is prohibited. All chapter facilities must be substance free.
7. No chapter/council may co-sponsor an event with an alcohol distributor or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) at which alcohol is given away, sold, or otherwise provided to those present. This includes any event held in, at, or on the property of a tavern as defined above for purposes of fundraising. However, a chapter/council may rent or use a room or area in a tavern as defined above for a closed event held within the provisions of this policy, including compliance with Third Party Vendor Event Procedures. An event at which alcohol is present may be conducted or co-sponsored with a charitable organization if the event is held within the provisions of this policy.
8. No chapter/council may co-sponsor, co-finance or attend or participate in a function at which alcohol is purchased by any of the host chapter(s)/council, groups, or organizations.
9. All recruitment or rush activities associated with any chapter must be substance free. A recruitment activity may range from one person to many individuals and is not limited to "formal" recruitment events. No recruitment or rush activities associated with any chapter may be held at or in conjunction with a tavern or alcohol distributor, as defined in this policy.
10. No initiated member, pledge, associate, new member or novice shall permit, tolerate, encourage, glorify, or participate in activities involving the rapid consumption of alcohol, such as drinking games, during a fraternity or sorority event/council event/co-sponsored function, in any situation sponsored or endorsed by the chapter(s)/council, or at any event an observer would associate with the chapter(s)/council.
11. Pledge/associate member/ new member/novice program, activity, or ritual of the chapter must be substance free. This includes but is not limited to activities associated with "bid day/night," "big brother-little brother" events or activities, "big sister-little sister" events or activities, "family" events or activities, new member retreats, and initiation/activation.

Hazing Policy:

No chapter, pre-chartered group, council, student, or alumni member shall conduct or condone hazing activities. Permission or approval by a person being hazed is not a defense. Hazing activities are defined as:

> Any action taken or situation created, intentionally, whether on or off chapter premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol, paddling in any form, creation of

excessive fatigue, physical and psychological shocks, wearing of public apparel which is conspicuous and not normally in good taste, engaging in public stunts and buffoonery, morally degrading or humiliating games and activities, and any other activities which are not consistent with academic achievement, fraternal law, ritual or policy or the regulations and policies of the educational institution or applicable state law.

Sexual Abuse and Harassment Policy:
No chapter, pre-chartered group, governing council, student, or alumni member will tolerate or condone any form of sexual harassment or sexually abusive behavior on the part of its members, whether physical, mental or emotional. This is to include any actions, activities or events, whether on chapter premises or an off-site location, which are demeaning, including but not limited to verbal harassment or sexual assault by individuals or members acting together.

Policy Education:
Each fraternity and sorority shall educate its members at least annually on the Fraternity & Sorority Community Joint Policy on Risk Management. Additionally, all members and key volunteers shall annually receive a copy of the Fraternity and Sorority Community Joint Policy on Risk Management and a copy of the policy shall be available on the Office of Fraternity & Sorority Life website.

Event Policies and Procedures

All chapter/council events where alcohol is present must be registered and confirmed by the respective governing council utilizing the appropriate event registration form. A chapter event is characterized by one or more of the following (but is not limited to):

- Any member took part in the coordination of the event for the benefit of other members in the chapter/council.
- Any chapter/council funds were used to support the event, including location rental, transportation, music, entertainment, lodging, food/beverage, decorations, etc.
- Information concerning the event was distributed through chapter/council resources, which includes announcements in a chapter/council meeting, advertised utilizing flyers, handouts, or electronic communication.
- Information concerning the event was posted in a chapter house/council office or via chapter social media or group messaging platforms.
- Any event a reasonable observer would associate with the fraternity or sorority or council.

1. For events with alcohol being held at a third-party vendor, a Third-Party Vendor Event Registration Form and accompanying documents must be completed and submitted separately by each co-sponsoring chapter via the online form located on the Fraternity and Sorority Life website.

2. For events with alcohol not being held at a third-party vendor location, a BYOB Event Registration Form (standard, tailgate, or fundraising) and accompanying documents must be completed and submitted separately by each co-sponsoring chapter via the online form located on the Fraternity and Sorority Life website.

3. The chapter will not be able to host/participate in an event without full completion of the Event Registration Form AND emailed confirmation by the respective governing council.

4. Events registered and co-sponsored by more than four (4) organizations are prohibited.

5. A current guest list should be submitted at the time of event registration. Finalized guest lists (if changed from previously submitted guest list) must be uploaded via the Guest List Submission Form on the Fraternity and sorority Life website one (1) hour prior to the start of the function. The guest list must include the first and last name of invited guests. For co-sponsored functions, the affiliation of the guest in attendance must be included. In the event of a Third-Party Fundraising Event, guest lists are built on site and must be submitted within twenty-four hours from the start of the event. In the event of a tailgate event, guest lists may change during the event and an accurate guest list must be submitted within twenty-four hours following the end of the event.

6. In the event that a governing council is unable to confirm an event, the event confirmation responsibilities can fall to another governing council's risk management officer.

7. No chapter may host a social event/party with an event theme that is racist, offensive, or culturally appropriative.

Third Party Event Procedures

1. Registration. Registration with the Third-Party Vendor Event Registration Form must be completed and submitted by 5:00p.m. four (4) business days prior to the event with accompanying documentation and signatures. (e.g., A Third-Party Vendor Event on Friday/Saturday/Sunday must be registered by 5:00p.m. the Monday prior).

2. Guest List. Refer to the following table for guest requirements:

Chapter size/Event Type	Maximum Member:Guest Ratio	Submission Date
<15 members	1:6	With Third Party Vendor Form
>15 members	1:3	With Third Party Vendor Form

   Fire codes may mandate a smaller ratio based on location size. The guest list must contain the first and last name of invited guests. For co-sponsored events, the guest list of each chapter must be submitted with the chapter's respective form. For co-sponsored events, the total number of attendees cannot exceed venue capacity.

3. Entrance. There shall be only one designated entrance to the event area. The entrance to the event shall serve to make sure all persons entering are either a member or an invited guest on the written list. At least one sober monitor must be at the entrance at all times.

4. ID Checks and Wristbands/Stamps. Non-removable wristbands or non-transferable hand stamps must be given out at the entrance to the event and only issued to those of legal drinking age. Acceptable identification is a picture identification with the date of birth on the identification. Hired employees of the third-party vendor are responsible for checking the IDs and issuing wristbands/stamps.

5. Sober Monitors. There must be at least three sober monitors at any event where alcohol is present. For events with over 50 attendees, an additional sober monitor must be present per additional 25 attendees. Sober monitors are not to consume any alcohol or use any controlled substances within the six hours prior to nor during the event. At least one sober monitor must be at the door matching IDs to the guest list. The remaining sober monitors shall be making sure individuals at the event are following the Fraternity & Sorority Community Joint Policy on Risk Management and the inter/national organization risk management policies for their members and guests, including monitoring the condition of members/guests entering the event and ensuring members/guests acting inappropriately. For co-sponsored functions, sober monitors need to include members from all co-sponsoring chapters at an approximately equal ratio, with no fewer than three sober monitors per co-sponsoring chapter. Chapters will provide training to sober event monitors to ensure members acting in this capacity are prepared to serve in the role and knowledgeable of expectations, processes, resources, and contacts.

6. Food and Non-Alcoholic Beverages. At events where alcoholic beverages are available, food (e.g., chips, pretzels, etc.) and non-alcoholic beverages must also be readily accessible to all attendees. In addition, water must be free and readily available to all attendees.

7. Ending Times. All events shall have a designated ending time. The ending time must be in compliance with local and state ordinances and shall never go past 2:00am. Individuals may not leave with any leftover alcohol. At the end of the function, the Third-Party Vendor must immediately dispose of the alcohol left by guests.

Recommendations:

1. For co-sponsored functions, it is highly recommended the participating chapters meet prior to completing the Event Registration Forms to ensure all information being submitted is accurate. It is also recommended that the sober monitors for participating chapters meet prior to the event to discuss event management and policies.

Bring Your Own Beverage (BYOB) Event Procedures

In the event that an inter/national organization's guidelines do not allow for Bring Your Own Beverage (BYOB) events, the Colorado State University chapter shall not be confirmed to host BYOB events through the governing council.

1. Registration. Registration with the BYOB Event Registration Form must be completed and submitted online by 5:00p.m. two (2) business days prior to the event. (e.g., BYOB events on Friday/Saturday/Sunday must be registered by 5:00p.m. the Wednesday prior.) Events registered and co-sponsored by more than four (4) chapters are prohibited.

2. Guest List. Refer to the following table for guest requirements:

   Fire codes may mandate a smaller ratio based on location size. The guest list must contain the first and last name of invited guests. For co-sponsored events, the guest list of each chapter must be submitted with the chapter's respective form. For co-sponsored events, total event attendees may not exceed 400 individuals.

Chapter size/Event Type	Maximum Member:Guest Ratio	Submission Date
<15 members	1:6	With BYOB Form
>15 members	1:3	With BYOB Form
Co-Sponsored Event	1:1 or 10 additional guests per chapter, whichever is larger	With BYOB Form

3. Types and Amounts of Alcohol. Individuals of legal drinking age must bring their own unopened alcoholic beverages, including members, guests, and alumni. Only alcoholic beverages below 15% ABV are allowed.

4. Entrance. There shall be only one designated entrance/exit to the party area. The entrance to the event shall serve to make sure all persons entering are either a member or an invited guest on the written list. At least one sober monitor must be at the entrance at all times.

5. ID Checks and Wristbands/Stamps. Non-removable wristbands or non-transferable hand stamps should be given out at the entrance to the party and only issued to those of legal drinking age. Acceptable identification is a picture identification with the date of birth on the identification. (Co)Sponsoring chapters are responsible for checking IDs and issuing wristbands/stamps to their members and individuals on the guest list they submitted.

6. Sober Monitors. There should be at least three sober monitors at any event where alcohol is present. For events with over 50 attendees, an additional sober monitor should be present per additional 25 attendees. Sober monitors are not to consume any alcohol or use any controlled substances within the six hours prior to nor during the event. At least one sober monitor should be at the door checking identification and matching IDs to the guest list. Another sober monitor should be monitoring the bar. The remaining sober monitors should be making sure individuals at the event are following the Fraternity & Sorority Joint Policy on Risk Management and the inter/national organization risk management policies for their members and guests, including monitoring the condition of members/guests entering the event and ensuring members/guests acting inappropriately. For co-sponsored functions, sober monitors need

to include members from all co-sponsoring chapters at an approximately equal ratio, with no fewer than three sober monitors per co-sponsoring chapter. Chapters will provide training to sober event monitors to ensure members acting in this capacity are prepared to serve in the role and knowledgeable of expectations, processes, resources, and contacts.

7. Bartenders. The number of bartenders must be equal to or greater than the number of cosponsoring chapters and all bartenders must be over the age of 21. It is recommended that each co-sponsoring chapter provide at least one (1) bartender over the age of 21.

8. Food and Non-Alcoholic Beverages. At events where alcoholic beverages are present, food (e.g., chips, pretzels, etc.) and non-alcoholic beverages must also be readily accessible to all attendees. In addition, water must be free and readily available to all attendees.

9. Procedure for BYOB Events. Once a person of legal drinking age with alcohol has entered the event and been confirmed on the guest list, the individual obtains a wristband/stamp from the door monitor. In addition, if the individual brought alcohol to the event, they will also receive a ticket indicating each beverage that is checked in, personalized with the type and brand of alcohol the individual brought. A sober monitor will then take the alcohol the individual brought to the bar. When guests of a legal drinking age want one of their beverages, they turn in a ticket and present their wristband/stamp to obtain one of the drinks they brought to the event. An individual may only receive one alcoholic beverage at a time and each time the individual must turn in a ticket to the bartender. Alcohol brought to the event by an individual of legal drinking age is for that individual's consumption and the alcohol is not to be given away, sold, or otherwise provided to others.

10. Ending Times and Alcohol Checkout. All events should have a designated ending time. The ending time should be in compliance with local and state ordinances and should never go past 2:00am. It is recommended that individuals should not leave with any leftover alcohol. At the end of the function, it is recommended that the host organization immediately dispose of the alcohol left by guests.

Recommendations:

1. It is highly recommended that the BYOB event be registered with Off Campus Life.
2. For co-sponsored events, it is highly recommended the participating chapters meet prior to completing the Event Registration Forms to ensure all information being submitted is accurate. It is also recommended that the sober monitors for participating chapters meet prior to the event to discuss event management and policies.
3. For BYOB events, it is highly recommended that the chapter(s) hire at least one professional/private security guard or off-duty police officer that will be present throughout the duration of the event. The security guard(s) or off-duty police officer(s) should be in addition to any sober monitors that are present.

Bring Your Own Beverage (BYOB) Tailgate Event Procedures

In the event that an inter/national organization's guidelines do not allow for Bring Your Own Beverage (BYOB) events, the Colorado State University chapter shall not be confirmed to host BYOB events through the governing council. BYOB tailgates events may only be hosted on home football game days.

1. Registration. Registration with the BYOB Tailgate Event Registration Form must be completed and submitted online by 5:00p.m. two (2) business days prior to the event. (e.g., BYOB events on Friday/Saturday/Sunday must be registered by 5:00p.m. the Wednesday prior.) Events registered and co-sponsored by more than four (4) chapters are prohibited. Any BYOB events registered on home football game days before the start of the game must be registered as a BYOB tailgate event.

2. Guest List. Refer to the following table for guest requirements:
   Fire codes may mandate a smaller ratio based on location size. The guest list must contain the first and last name of invited guests. For co-sponsored events, the guest list of each chapter must be submitted with the chapter's respective form. For co-sponsored events, total event attendees may not exceed 400 individuals. Note: co-sponsored tailgate events may only occur off-campus.

Chapter size/Event Type	Maximum Member:Guest Ratio	Submission Date
<15 members	1:6	With BYOB Form
>15 members	1:3	With BYOB Form
Co-Sponsored Event	1:1 or 10 additional guests per chapter, whichever is larger	With BYOB Form

3. Security. When a BYOB Tailgate Event is registered at an off-campus location, third party security must be hired at the following ratio:

Event Size	Required Security Guards
0-35	0
36-100	1
101-250	2
More than 250	3
Hosted on CSU campus	0 (security provided)

3. Types and Amounts of Alcohol. Individuals of legal drinking age must bring their own unopened alcoholic beverages, including members, guests, and alumni. Only alcoholic beverages below 15% ABV are allowed.

4. Entrance and Common Space. There shall be only one designated entrance/exit to the party area. The entrance to the event shall serve to make sure all persons entering the event are either a member or an invited guest on the written list. At least one sober monitor must be at the entrance at all times. In the case that the BYOB tailgate event is held at an official fraternity/sorority facility, event activity shall be limited to non-residential, common space.

5. ID Checks and Wristbands/Stamps. Non-removable wristbands or non-transferable hand stamps should be given out at the entrance to the party and only issued to those of legal drinking age. Acceptable identification is a picture identification with the date of birth on the identification. (Co)Sponsoring chapters are responsible for checking IDs and issuing wristbands/stamps to their members and individuals on the guest list they submitted.

6. Sober Monitors. There should be at least three sober monitors at any event where alcohol is present. For events with over 50 attendees, an additional sober monitor should be present per additional 25 attendees. Sober monitors are not to consume any alcohol or use any controlled substances within the six hours prior to nor during the event. At least one sober monitor should be at the door checking identification and matching IDs to the guest list. Another sober monitor should be monitoring the bar. The remaining sober monitors should be making sure individuals at the event are following the Fraternity & Sorority Joint Policy on Risk Management and the inter/national organization risk management policies for their members and guests, including monitoring the condition of members/guests entering the event and ensuring members/guests acting inappropriately. For co-sponsored functions, sober monitors need to include members from all co-sponsoring chapters at an approximately equal ratio, with no fewer than three sober monitors per co-sponsoring chapter. Chapters will provide training to sober event monitors to ensure members acting in this capacity are prepared to serve in the role and knowledgeable of expectations, processes, resources, and contacts.

7. Bartenders. The number of bartenders must be equal to or greater than the number of cosponsoring chapters and all bartenders must be over the age of 21. It is recommended that each co-sponsoring chapter provide at least one (1) bartender over the age of 21.

8. Food and Non-Alcoholic Beverages. At events where alcoholic beverages are present, food (e.g., chips, pretzels, etc.) and non-alcoholic beverages must also be readily accessible to all attendees. In addition, water must be free and readily available to all attendees.

9. Procedure for BYOB Tailgate Events. Once a person of legal drinking age with alcohol has entered the event and been confirmed on the guest list, the individual obtains a wristband/stamp from the door monitor. In addition, if the individual brought alcohol to the event, they will also receive a ticket indicating each beverage that is checked in, personalized with the type and brand of alcohol the individual brought. A sober monitor will then take the alcohol the individual brought to the bar. When guests of a legal drinking age want one of their beverages, they turn in a ticket and present their wristband/stamp to obtain one of the drinks they brought to the event. An individual may only receive one alcoholic beverage at a time and each time the individual must turn in a ticket to the bartender. Alcohol brought to the event by an individual of legal drinking age is for that individual's consumption and the alcohol is not to be given away, sold, or otherwise provided to others.

10. Event Times and Alcohol Checkout. All BYOB Tailgate Events shall start no earlier than four (4) hours prior to the start of the game or at the designated start of on-campus tailgating, whichever is earlier. All events should have a designated ending time and that time must be 30 minutes before the start of the game. It is recommended that individuals should not leave with any leftover alcohol. At the end of the function, it is recommended that the host organization immediately dispose of the alcohol left by guests. For BYOB Tailgate Events held at official fraternity/sorority facilities, all alcohol must be out of the facility by the start of the game. That facility returns to its alcohol-free status at the conclusion of the event.

Recommendations:

1. It is highly recommended that off campus BYOB event be registered with Off Campus Life.

2. For co-sponsored events, it is highly recommended the participating chapters meet prior to completing the Event Registration Forms to ensure all information being submitted is accurate. It is also recommended that the sober monitors for participating chapters meet prior to the event to discuss event management and policies.

Third Party Fundraising Event Procedures

In the event that an inter/national organization's guidelines do not allow for Third Party Fundraising Events, the Colorado State University chapter shall not be confirmed to host these events through the governing council.

1. Registration. All Third-Party Fundraising Events shall be registered using the Third-Party Vendor Event Registration Form and accompanying documents by 5:00pm four (4) business days prior to the event. Forms shall be fully completed with all signatures and documentation. (e.g., A Third-Party Vendor Event on Friday/Saturday/Sunday must be registered by 5:00p.m. the Monday prior).

2. Guest List. A list of all guests in attendance must be built on site at the vendor location. This list must be submitted to the chapter's governing council vice president of risk management via the online submission form within 24 hours of the conclusion of the event. For co-sponsored events, the total number of attendees cannot exceed the venue capacity.

3. Security and Sober Monitors. Refer to the following table for event security requirements. Based upon the projected fundraising event size, a chapter must use their best judgment when hiring security and assigning sober monitors. The number of attendees on the final guest list will be used to verify the correct number of security and sober monitors have been used.

Event Size	Required Security Guards	Required Sober Monitors
0-100	1	3-5
100-250	2	5-11
250-400	3	11-17
Above 400	4	Follow Requirements

In the event that a chapter is not large enough to provide the prescribed number of sober monitors, hired security guards may replace sober monitors.

Fire codes must be obeyed at all times during the event. It is the responsibility of the chapter to maintain the number of guests inside the venue to be less than that prescribed by the venue fire code.

4. Entrance. There shall be only one designated entrance/exit to the party area. The entrance to the party shall serve to make sure all persons entering the party are either a member or an invited guest on the written list. At least one sober monitor must be at the entrance at all times.

5. ID Checks and Wristbands/Stamps. Non-removable wristbands or non-transferable hand stamps should be given out at the entrance to the party and only issued to those of legal drinking age. Acceptable identification is a picture identification with the date of birth on the identification. Co-sponsoring chapters are responsible for checking the IDs and issuing wristbands/stamps to their members and individuals on the guest list they submitted.

6. Sober Monitors. Sober monitors are not to consume any alcohol or use any controlled substances within the six hours prior to nor during the event. At least one sober monitor should be at the door checking identification and matching IDs to the guest list. Another sober monitor should be monitoring the bar. The remaining sober monitors should be making sure individuals at the event are following the Fraternity & Sorority Joint Policy on Risk Management and the inter/national organization risk management policies

for their members and guests, including monitoring the condition of members/guests entering the event and members/guests acting inappropriately. In the event that an inter/national organization's guidelines do not allow for the use of sober monitors, that policy requirement shall be void for that organization.

7. Food and Non-Alcoholic Beverages. At events where alcoholic beverages are present, food (e.g., chips, pretzels, etc.) and non-alcoholic beverages must also be readily accessible to all attendees. In addition, water must be free and readily available to all attendees in attendance.

8. Ending Times. All events should have a designated ending time. The ending time should be in compliance with local and state ordinances and should never go past 2:00am. Individuals may not leave with any leftover alcohol. At the end of the function, the Third-Party Vendor must immediately dispose of the alcohol left by guests.

Recommendations:

1. For co-sponsored events, it is highly recommended the participating chapters meet prior to completing the Event Registration Forms to ensure all information being submitted is accurate. It is also recommended that the sober monitors for participating chapters meet prior to the event to discuss event management and policies.