Hosting a Wood Frame Party

1. Registration allows you to have party attendees both inside and in the backyard of your residence, as long as the number inside the house does not exceed the posted fire code capacity. Unregistered parties with any violations of the guidelines below, or with attendees outside the house, may be shut down without a chance to make corrections.

2. All students seeking to register a party must first complete host training. Host training is an online course through the Moodle system which helps you to understand your legal responsibilities and Wesleyan policy regarding social events as well as the resources available to you to help you have a successful event. Go to Moodle on your WesPortal and take the "Host Training" quiz under "Other Moodle Enrollments". Host training must be completed each academic year.

3. Fill out the Wood Frame Registration through the link on the Residential Life web page. Submit no later than 1 p.m. on the Thursday prior to events occurring Friday through the following Thursday. A Co-Hosting request may be submitted by two adjacent houses.

4. Registration requests are reviewed by Residential Life and approval is not guaranteed. Houses on Quiet Streets may not host parties, as per their Quiet Street Agreement.

5. You will receive notification regarding whether your party was approved or not on Thursday afternoon. Your request may not be approved if your house has pending judicial charges, or within a month after being found responsible for violations. The number of parties in any given block/area may be limited at the discretion of Residential Life. Parties are prohibited prior to the start of Fall classes. Residential Life reserves the right to not approve requests from houses that have a history of multiple violations.

6. On the day of the party, a Community Advisor will stop by to review the party policies and share tips for hosting a successful party.

7. THIS POLICY IS IN EFFECT THROUGHOUT THE YEAR, REGARDLESS OF WHETHER OR NOT CLASSES ARE IN SESSION.

GENERAL GUIDELINES
• Alcohol is allowed under established guidelines below.
• Hosts are required to clean up any trash left on University property, inside a residential space, or outside. Failure to do so may result in a judicial referral or fines.
• Wesleyan Public Safety has the discretion to return any party to its permitted capacity or end parties when they are deemed to be out of compliance, unsafe, or after receiving two complaints about noise or disruptive behavior.
• Amplified sound is not permitted in the wood frame areas. Therefore, speakers may not be placed in doors or windows, on porches, or outside the houses.
• Students hosting a party should always consult with their neighbors when planning the event. Hosts must take an active role in ensuring that the event does not disturb the neighbors.
• One of the hosts must be at the door to monitor who is entering, whether they are of age (and hand stamp or wristband them), and how much alcohol they are bringing in. Anyone
who appears to be under the influence should not be admitted. All attendees must have a valid Wesleyan picture ID or must be the guest of a Wesleyan student and have a valid state or college ID.
  • One of the hosts must monitor the distribution and consumption of alcohol to be sure minors are not served or consuming.

QUIET HOURS
  • When Quiet Hours are in effect (Sunday-Thursday, 11 p.m.-8 a.m., Friday and Saturday, 2 a.m.-10 a.m.), all noise should be kept at a minimal level and not be heard outside the unit. All parties must end by the time quiet hours begin. In consideration of Middletown residents who live in the area, all noise and guests must be contained to inside the residential facility by 1:00 a.m. on weekends.
  • At all other times, students are expected to observe Courtesy Hours and be mindful to ensure that noise levels do not interfere with or negatively impact other students or the community. Courtesy Hours are 24 hours a day, 7 days a week. If another person asks you to control the noise level in and around your residence, you are expected to comply with the request.
  • Reading and final exam periods: Beginning at 12 a.m. (midnight) on the last day of classes through the last day of finals, 24-hour Quiet Hours are in effect in all residences.

ALCOHOL GUIDELINES
  • If the event is registered as an alcohol-free event, hosts will be responsible for ensuring that no alcohol is present at the event. If alcohol is to be part of the event, hosts will be responsible for ensuring that any alcohol at the event is legally procured, dispensed, and consumed.
  • Alcohol may not be sold without a state liquor permit.
  • Host(s) of parties where alcohol is present must be at least 21 years old.
  • In compliance with Connecticut State Law, alcohol may only be served to event attendees who are of legal drinking age and present a valid ID.
  • Hosts should plan to have no more than an appropriate amount of alcohol based upon the number of attendees of legal drinking age. As a guideline, responsible consumption is one standard drink per hour; a standard drink is 12 fl. oz. of regular beer, 5 fl. oz. of table wine, or 1.5 fl. oz. of hard liquor.
  • The source of the alcohol must be contained within the house. Individuals who are 21 or older are permitted to have an open container in the backyard of the house hosting the party, but not in the front yard or in the street.
  • Whenever alcohol is to be served, the hosts must provide ample snacks and non-alcoholic beverages.