“BYOB” PROCEDURES & GUIDELINES

BYOB Procedures:

1. Alcohol must only be brought to the event by guests or members of legal drinking age.
2. Only persons of legal drinking age may consume or possess alcohol.
3. The maximum amount of alcohol allowed at the event is limited to one six-pack of beer or one four-pack of wine coolers per person of legal drinking age.
4. No hard alcohol, liquor and/or spirits are permitted.
5. Any entrance(s) must be staffed by at least one sober, trained monitor whose duties include checking of personal identification of guests and members, ensuring all persons entering party are members or invited guests, and ensuring that no person who appears, or is known, to have consumed alcohol enters the event.
6. A minimum of one sober monitor per 20 attendees must be at the event. Monitors should be an initiated member who will be able to effectively enforce chapter and University guidelines and intervene when appropriate. These monitors should be certified through the TIPS training program offered by the University or demonstrate completion of similar risk management training.
7. Any person who appears, or is known to have consumed alcohol must be provided transportation from the fraternity/sorority event by designated driver, taxi, or by emergency response personnel if the person appears to be severely intoxicated.
8. Wristbands, non-washable stamps or other non-transferable designation must be provided for persons of legal drinking age.
9. Any areas where alcohol is distributed should be controlled by designated members who are of legal drinking age and who are not consuming alcohol. These members must control access to the alcohol to ensure that alcohol is not distributed to persons under the age of 21 or intoxicated persons. No alcohol may be distributed from any other area (for example, individuals’ rooms in the house.)
10. The event must always be in accordance with school, local and state ordinances and must not exceed a duration of 5 hours.

BYOB Guidelines:

1. Chapters should have a safe ride program or alternate transportation in place for the event.
2. There should be a non-alcohol based theme or activity associated with the chapter event so that the entire event does not center on the consumption of alcohol.
3. No glass containers should be permitted.
4. An ample supply of alcohol-free beverages and non-salty foods should be provided.
5. An appointed party monitor should immediately take the person’s alcohol to the bar and exchange it for a ticket stating the brand of alcohol and the number of containers. The ticket should then be given to the event participant who brought the alcohol.
6. Each time the attendee receives a drink from the bartender; his or her ticket must be punched or marked appropriately. Only one drink per visit to the bar and only those who have a ticket and a wristband or other designation may receive a drink.
7. Service of alcohol should stop at least one hour before the scheduled ending time.
8. Chapter should determine with the aid of advisors, (inter)national headquarter staff and/or University officials whether any security personnel should be at the event.