

# Information For Hosting A Fun and Safe Event

## Hosting A House Party

### PLAN AHEAD

#### • **INFORM YOUR NEIGHBORS**

Letting neighbors know that you'll be hosting a party shows respect and encourages them to approach you with concerns, instead of calling the police if your party gets too noisy or intense. Give neighbors a phone number where you can be reached on the night of the party.

#### • **ASSIGN ROLES**

Designate roles for each party host, making sure that you have individuals committed to taking on key roles (door monitor, roaming monitor, ID checker).

#### • **DESIGNATE A SERVING AREA**

Ensure that the designated serving area will be attended by hosts for the full duration of your party. Alcohol should not be accessible in other areas of your house.

#### • **KEEP YOUR HOME AND VALUABLES SAFE**

Limit parties to common areas, and lock up the rest of your home. Remove your personal belongings from the party space, and cover or protect furnace valves, water heaters, radiators and fuse boxes. Damage to your rental property can result in the loss of your security deposit, or even eviction.

#### • **STAY COOL**

Use fans and vents to keep the house cool during the party. This may prevent guests from feeling sick and will reduce the need for people to stand outside to cool off.

#### • **BUY NON-ALCOHOLIC BEVERAGES/FOOD**

Provide options for all of your guests, including those who might not be drinking.

#### • **COVER YOUR COSTS**

A license is required to sell alcohol in the City of Milwaukee meaning it is illegal to charge a "cover" fee for your party or to sell alcohol to your guests, even if they are of legal drinking age.

### CONSEQUENCES

#### • **CITY OF MILWAUKEE FINES**

Citations issued in the City of Milwaukee carry hefty fines. Commonly issued "party" citations include:

- Public Drinking
- Contributing to the Delinquency of a Minor
- Sale of Alcohol to Underage Prohibited
- Disorderly Conduct
- Possession of Alcohol by Minor
- Obstructing a Police Officer
- Noise Nuisances

The noise nuisance ordinance is in effect 24 HOURS A DAY, and you can be issued a citation if someone can hear noise 50 feet away from your property. Party hosts can also be issued very expensive citations for Permit Consumption of Alcohol by Minor, which is also referred to as an Illegal Tavern. This applies to hosting a party and someone selling alcohol or cups.

#### • **EVICITION**

"No-party" clauses in many leases can result in fines or eviction. The City of Milwaukee Department of Neighborhood Services can send copies of citations and criminal charges to landlords with a warning. If this happens three or more times and the landlord does not evict, the cost of the police calls can be billed to the owner of the property.

#### • **TARNISHED RECORDS**

- Drivers license could be suspended
- Auto insurance rates could go up
- Parents may be notified
- Future employers can access police records
- Future renting could become more difficult

#### • **ACADEMIC DISCIPLINE**

Students who violate city ordinances could be subject to campus judicial proceedings under Chapter 17 of the Wisconsin Administrative Code on student nonacademic disciplinary procedures. Outcomes could involve probation, suspension, or expulsion.

# Information For Hosting A Fun and Safe Event

## Hosting A House Party

### DURING THE PARTY

#### **REMAIN SOBER**

It's a good idea for all hosts to remain sober. This will help to ensure that you are aware of everything happening at your party – and ready to respond appropriately to any emergency (or emergency-like) situations.

#### **KNOW YOUR ROLE AS A HOST**

- Remain stationed at each entrance/exit throughout the party
- Make sure you know all guests and their friends
- Don't allow people to enter who are already unruly or intoxicated
- Talk to your guests as they come and go - ask them if their friends know they are leaving
- Make sure that all of your guests have a safe way to get home or to their next location. Keep the number for BOSS and a local cab service handy

#### **PRIORITIZE SAFETY**

Only provide alcohol to those who are of age. Checking IDs can keep your guests safe, plus this practice safeguards you from further liabilities the night of the party.

- Recognize the signs of intoxication, and cut off guests who have had too much. Signs of intoxication include changes in inhibition and judgment, slowed reaction times and loss of coordination
- Make sure that there are no unruly guests or guests in need of medical attention
- Make sure that there are two ways out at all times and that these exits remain clear. Note: Most attics, basements and balconies have only one exit and therefore are dangerous locations for parties
- Make sure that you can easily walk from one side of a room to the other. If you can't, it's probably too crowded

#### **RESPECT YOUR NEIGHBORS**

- Ask guests to respect your neighborhood when they are entering or leaving your home, by keeping their voices at a lower level
- Pick up trash from your property, as well as from your neighbors' yards
- Make sure that no one is gathering on streets, driveways, sidewalks or porches
- Take frequent laps around the inside and outside of the house
- Give neighbors your phone number to contact you if they have any concerns

### WHEN GOOD TIMES TURN BAD

#### **KNOW YOUR RESPONSIBILITIES**

Remember that you may be held responsible/liable for anything that happens within your home, even if you are not present when the incident occurs.

#### **MAKE UNRULY GUESTS LEAVE**

If necessary, call for help in doing so. As a party host, if you call the Milwaukee Police for assistance they will respond to your house and help get everyone out safely.

#### **NEVER LEAVE ANYONE TO "SLEEP IT OFF"**

Stay with guests who aren't able to care for themselves. Monitor their breathing, and make sure that they can be easily awoken throughout the night.

#### **RECOGNIZE/RESPOND IN AN EMERGENCY**

Call 911 whenever you are not sure what to do but think that a person may need medical assistance. Symptoms of alcohol poisoning include:

- Unconsciousness or semi-consciousness (person cannot be fully awakened by shaking or shouting)
- Slow or irregular breathing
- Cold, clammy, pale, or bluish skin
- Vomiting while passed out
- Seizures

#### **IF THE POLICE COME**

Stop the music and remain calm. As a sober and coherent host, talk with the officers. Always be respectful, and cooperate with police.