

Theme House Event Notification Form

Academic Year 2010-2011

Use this form if your Theme House is planning to host an event at which more than 1 guest for every resident of the house present will be in attendance.

Please note that, whenever possible, this form must be submitted to the Dean of Students Office **at least 48 hours in advance** of the scheduled event.

Event Information

Hosting Theme House:

Event Title:

Event Description/Rationale: _____

Event Date: ____/____/____ Approx. Start Time: ____ am/pm Approx. End Time: ____ am/pm

House Contact (to be contacted regarding questions or concerns before or during the event):

Name

E-Mail Address

(____) _____
Cell Phone

Guidelines and Expectations for Alcohol Use

Houses interested in hosting a gathering at which alcohol will be consumed, must adhere to the following guidelines:

1. Theme House must submit a Theme House Event Notification Form **at least 48 hours in advance** of the scheduled event.
2. The Theme House's approved Alcohol Policy must be clearly posted in the house for all to see and the Theme House must abide by the details outlined in that policy during the event.
3. The House Contact listed on the Theme House Event Notification Form must be present throughout the gathering, be easily and readily available for contact, and should not consume alcohol prior to or during the event.

4. All members of the Theme House must be aware and in agreement as to the nature, size, location, and other details of the gathering.
5. At no time will more than 3 guests for every resident of the house present be allowed in the house.
6. The use of alcoholic beverages is restricted to the privacy of the interior of the house. Open containers of alcohol are prohibited outside on patios and in yards.
7. Kegs and other large amounts of alcoholic beverages are prohibited. Activities such as drinking games and beer bonging encourage the high-risk consumption of alcohol and are also prohibited.
8. Advertising that promotes alcohol-related activities is not permitted.

Theme House Resident Signatures

We understand that we are responsible for the conduct of our housemates and guests. We understand that we are held to the standards outlined in this Theme House Notification Form, as well as in Augustana’s Student Handbook. Each of us is aware of and in agreement with all details associated with this gathering.

We are aware that violations of College Policy or this agreement may be subject to loss of the privilege to live in a theme house, resulting in reassignment or removal from College Housing.

Theme House Resident	Date	Theme House Resident	Date
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For Office Use Only:

Date Received: _____