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## 2014-2015 Party Registration Program

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The Party Registration program is intended solely as a cooperative effort between Colorado State University (CSU) and the City of Fort Collins (City) to reduce the negative consequences of excessive noise often associated with parties in residential neighborhoods. The purpose of the Party Registration program is to provide party hosts with an opportunity to receive a warning, providing a 20 minute window to voluntarily terminate a party after a noise complaint has been received.

The Party Registration program does not guarantee that a municipal and/or state summons will not be issued and the registrant understands that the police may respond at any time to any party where there is a complaint of criminal conduct. The Party Registration program does not prohibit or limit in any manner the authority of the police to respond to a party for any reason whatsoever without previously providing a warning. Fort Collins Police Services (FCPS) will use reasonable efforts to contact the party registrant and provide a warning when appropriate. However, the registrant acknowledges that a warning is not guaranteed under this program. Furthermore, the warning and termination of a party is only available once per party registration - noise violations subsequent to termination of the registered party will not receive the benefit of a warning and are subject to enforcement.

The City and CSU neither condone nor sponsor any party which has been registered with the Party Registration program. Participation in the Party Registration program does not constitute approval of any such party or related activities by the City or CSU.

The City and CSU are not liable for the conduct or actions of any guests, hosts, or individuals associated with a party registered with the Party Registration program. Participation in the Party Registration program does not guarantee that the host(s) or attendees of the registered party will be relieved of any legal consequences arising from any conduct or actions associated with the party.

The City and CSU shall not be liable for damages to property or injuries to or death of any person or persons arising from a party which has been registered with the Party Registration program. Hosts who are registering a party with the Party Registration program are highly encouraged to visit CSU's Off-Campus Life office or the City's Neighborhood Services office for informational resources regarding hosting a safe party.

The registrant is responsible for complying with federal, state and local laws, including but not limited to paying any fines or fulfilling any legal obligations that may come. Party Registration program materials should never be used as a substitute for individualized counseling or legal advice from a qualified professional. Information contained in Party Registration program materials does not constitute legal advice. Note that laws and ordinances discussed can change or be amended due to subsequent court decisions, legislation or ordinances.

### **Party Registration Rules**

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- CSU students registering at Off-Campus Life must be a currently enrolled student and living within Fort Collins city limits (during the summer you must be enrolled in the fall semester).
- All other registrants must live within Fort Collins city limits.
- Registered parties are only valid on the date and at the address listed on the form.
- Registrants must live at the residence listed on the form.
- Parties at CSU residence halls and those that are in community or common facility spaces such as parking garages, pools, clubhouses, parks and other community facilities are not eligible to be registered. The residence must be a single unit and have a specific address.
- Registered parties can only be held on Friday and Saturday nights with the exception of the additional holidays that are offered through the Party Registrant program. Holidays are subject to change.
- Current CSU students must register their parties, in person, by Thursdays at 5:00pm with CSU's Off-Campus Life. All other city limit registrants must register their parties with the City's Neighborhood Services office (281 N. College) by Thursdays at 4:30pm.
- Current CSU students must provide a current CSU picture ID and proof that they are over the age of 18.
- City limit registrants must provide a valid government issued picture ID and proof that they are over the age of 18.
- Criminal or Municipal violations other than noise will result in a police officer being dispatched immediately *without* a 20 minute warning. These violations can include, but are not limited to nuisance gatherings, fighting, public urination, yelling and screaming in alleys or streets, and people leaving with alcohol.
- Any outdoor amplified music (live or stereo) is strongly discouraged under the Party Registration program. It is disruptive to the community and creates unwanted attention.

*(program information continues on the back side of this page)*

### *Party Registration Rules cont.*

- Fort Collins Police Services (FCPS) may contact a registrant:
  - By phone if a neighbor calls in a noise complaint during the evening in which the party has been registered. Registrants must be available to answer their phone at all times during the party. FCPS dispatch will only try to contact each number once. If the registrant does not answer the phone dispatch will call the second phone number provided. If neither phone is answered, dispatch will leave a voicemail. The 20 minute warning period begins when the first phone call is placed to the registrant. Not hearing the phone or having a full voicemail box is not an excuse for why the registrant did not break up the party when the police arrive.
  - A police officer may also contact a registrant in person if they encounter issues related to the registered party, prior to receiving a warning phone call. If an officer responds in person, the registrant may very politely ask to receive a 20 minute warning to shut down the party. Please remember that a warning is not guaranteed.
- Registrants must be on or near the property at all times to shut down the party if a warning is received.
- FCPS dispatch may receive noise complaints for a certain area, rather than at a specific address. Dispatch may call all registered parties that are within the area that received a noise complaint to provide a 20 minute warning.
- Shutting down the party means that everyone but the people who live in the registered unit leave the party and do not return for the remainder of the evening/early morning. Make sure guests leave immediately, peacefully and quietly to avoid further disturbances. The party may not start again. If a second noise complaint is received after the 20 minute period, another warning period will not be provided. A police officer will be dispatched to the unit upon complaint.
- If an officer is required to come to the registrants home to break up a party (that is, if the party did not break up after a warning was received), fines may likely be higher since the situation was not corrected with the warning. Remember, a noise ticket constitutes a criminal misdemeanor.
- The first name, address, phone numbers, and date of the party are provided to FCPS dispatch. Additionally, the FCPS watch commander in charge of the weekend of the registered parties will have access to the information shared with FCPS dispatch. FCPS officers will not be provided with a list of registered parties.
- Each week the list of registered parties will be mapped to help FCPS and registrants identify clustered areas of parties. If three or more parties are in a one-block radius, the registrants of those parties will receive a call to let them know that multiple parties have been registered in their area; helping registrants make educated decisions around hosting a party. The registrants will be reminded that the parties in the area are just those that have registered and there is potential that other parties are taking place.
- If there are issues at a registered party and police arrive, the registrant must answer the door. If the door is not answered and police must leave, FCPS will be provided with the last name of the registrant so that the investigation can be completed.
- A unit/address can continue registering a party as long as there are no complaints/warnings issued.
- If the registered address receives a warning related to the party, that address will not be able to utilize the Party Registration program for six months. During the six month period, if there is a party related citation issued (noise, nuisance gathering, riot, etc.), that address may not register for a period of one year from the date of the warning that was received on the initially registered party.
- If the registered address receives a citation related to the party, that address will not be able to register a party for one year.

### **All relevant local, state, and federal laws shall be enforced. These include but are not limited to the following:**

- Providing alcohol to minors – if the minor is over 18 but under 21, the crime is a misdemeanor with penalties of up to 18 months in prison and a \$5,000 fine. If the guest is under age 18 it is worse – the crime is a felony punishable by up to six years in prison and a \$500,000 fine.
- Trash - Cleaning up after your party is a must to ensure that you do not receive a trash violation. Picking up the yard and street area is the best way to ensure that your trash does not blow around the neighborhood and become a problem for your neighbors.
- Nuisance Gathering citations can be issued if a party becomes disruptive to the neighborhood, and there is an aggravating factor which violates another ordinance. Aggravating circumstances include but are not limited to violence, fireworks, property damage, theft, vandalism or other serious matters.
- State Riot Laws provide that anyone convicted of a rioting offense cannot attend any state funded institution for a period of one year.

*CSU's Off-Campus Life & the City's Neighborhood Services reserve the right to deny registration to any registrant.*

### **NOTES:**

**Current CSU Student Registrant:** I consent to the disclosure of any personal information that may be protected under the Family Educational Rights and Privacy Act (20 U.S.C. § 1232g; 34 CFR Part 99) to the City of Fort Collins as reasonably necessary for the operation of the Party Registration program.

Information regarding your registered party that has been provided to FCPS, after the registered party has occurred is a matter of public record and may have to be distributed upon request.

**City Limit Registrant:** The information you are providing about your registered party is a matter of public record and may have to be distributed upon request.

## 2014-2015 Party Registration Party Smart Tips

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Thank you for participating in the Party Registration program! We hope that you have a fun and safe party. Below please find important tips for hosting a responsible party. These tips are not meant to be all inclusive; always remember that when hosting a gathering you are assuming responsibility for any and all issues that may take place. Please refer back to the *2014-2015 Party Registration Program* document for program rules.

*Please remember to share this information with anyone involved in helping to host the party!*

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### Party Smart Tips:

- **Discuss party expectations** with your roommates before you host a gathering. Things to consider include: date; timeframe; house rules; how many people to have over; what you will provide guests; who will be the sober host; who will chat with the neighbors, etc.
- **Notify your neighbors in advance** and provide them with the phone number of the sober host.
- **Designate a sober host** to control music volume, access to the party, outside disturbances, and to address any interactions with the neighbors or police. Neighbors typically report that it's the behaviors of people coming and going (including parking issues) to the party that they find most disruptive, not the party itself. Make sure the sober host is monitoring the foot traffic to and from the party, and don't forget to check the backyard. Encourage your guests to be quiet and respectful before they come and when they leave.
- **Think before you post!** We strongly advise you not to post your party using social media outlets. Whether you are inviting 20 of your closest friends or extending an open invite to the community, your message is out there, being shared by more people than you think, and they are all headed to your gathering. Simply put, what you put out on social media cannot be taken back. Posting your get-together using social media can lead to out-of-control parties, unwanted guests (are you really comfortable with complete strangers in your home?) and their unwanted behaviors, and more guests than your gathering can accommodate without unwanted consequences. Remember, as a party host you are responsible for what happens at and as a result of your party, including the actions of others.
- **Unreasonable Noise/ Nuisance Gathering...Know the Difference:** It's important to remember that the \*Party Registration\* program only provides a potential warning for unreasonable noise. Anything outside of noise - fights, fireworks, nuisance gatherings, etc. are NOT covered! So, what is a nuisance gathering anyway? Nuisance gatherings cover issues that extend past the property line - think foot traffic to and from your gathering, where people are disrupting the neighbors - leaving trash in yards, trampling bushes, jumping fences and breaking them, etc. The HOST of the party, if found responsible for a nuisance gathering, can be held accountable for the costs associated with these damages - including any overtime needed (police, ambulance, etc.). Any cost for damages and clean up could be charged on top of the citation fine received.  
**Remember that YOU are responsible for your guests' actions!**

- **Engaging in a riot** can have long term consequences. State Riot Laws provide that anyone convicted of a rioting offense cannot attend any state funded institution for a period of one year. CSU students take note: engaging in a riot – or even just being a bystander and watching it – can get you into trouble. Having a role in a riot can mean automatic suspension from all state supported universities – including CSU – for 12 months if convicted – and your tuition is NOT refunded.
- **Keep the size reasonable** so your party stays in line with the capacity of your residence and to avoid disturbing your neighbors. Have a guest list! Remember that unwanted guests do not know you or care if you receive a ticket.
- **Do not provide alcohol to minors.** If the minor is over 18 but under 21, the crime is a misdemeanor with penalties of up to 18 months in prison and a \$5,000 fine. If the guest is under age 18, it's worse: the crime is a felony punishable by up to six years in prison and a \$500,000 fine. If you're in doubt of someone's age, protect yourself and don't serve.
- **Do not provide Marijuana to minors.** If you are 21, **Colorado law permits** you to use recreational marijuana within a private residence.

**It is NOT legal to:**

- consume marijuana in public.
- sell or transfer marijuana to persons under the age of 21.
- drive under the influence of marijuana.

The use and possession of marijuana is **prohibited** on all CSU property, regardless of your age.

- **Be proactive by asking for help.** If you're uncomfortable with the size of your party or people will not leave despite your requests, call Fort Collins Police Services' dispatch non-emergency number **(970) 221-6540 ext. 2** and ask for assistance in breaking up your party prior to things getting out of control.
- **Be cooperative** towards neighbors, police, and others who come to discuss issues. Don't make the situation or citation worse. When police arrive, all guests need to leave. And remember these helpful tips when interacting with police (*these TIPS are not meant as legal advice, just helpful hints*):
  - The sober host is the best person to answer the door in case of a police visit.
  - Answer the door promptly, as no one likes to be left waiting.
  - Keep your Party Registration form close at hand for officers to reference. Having that piece of paper does not guarantee a warning but may help in the process.
  - Keep your information to the point as the officers have other calls to respond to.
  - And remember that please and thank you go a long way with anyone.
- **Clean up all trash** resulting from your party and **follow up with your neighbors the next day.** Your neighbors may be more tolerant of your next party if they see that you care about how things went for them and that you are respecting the neighborhood.