BRANFORD COLLEGE

Private Party Registration Form, Rev 8/25/16

One must register a private party of 20 or more people. A party must not at any time exceed a maximum limit of 50 people as stated in Undergraduate Regulations. It is the Head of College's prerogative to set a lower maximum limit. Party registration forms must be submitted by email to elizabeth.bradley@yale.edu at least 48 hours prior to the party. A copy of the form must be posted in the Entryway where the party will take place. The Head of College will alert the Dean and the Custodial Supervisor.

Name & Birth Date of Room/Suite Host_____

Will alcohol be served? Yes____ No____

If yes, what procedure will be used to be sure students under 21 are not served alcohol?

_____

Name and Birth Date of legal age host:_____

Cell Phone Number(s) of host(s) _____

_____

Host cell phone(s) must be set on vibration, must be carried by you, and must be answerable throughout the duration of the party.

Room/Suite Phone: _____

Please only list if the suite phone is active.

Party Date _____Start Time:_____End Time:_____

Sunday through Thursday nights, parties must end no later than 11pm. Friday and Saturday nights, parties must end no later than 1am. It is the Head of College's prerogative to declare certain nights as "party-free" due to the need for extended quiet hours.

How many people are expected to attend? _____

Location: _____

I/We have read and agree to abide by the rules and regulations outlined on the attached guidelines, relevant Undergraduate Regulations for Social Functions, Regulations on Alcoholic Beverages; and Connecticut's "Act Concerning Underage Drinking". I/We will be responsible for the orderly conduct and the prompt conclusion of the party and the immediate clean up after the party. Please sign below and the documents attached.

Signature(s)_____