



UNIVERSITY OF CENTRAL FLORIDA

# GREEK SOCIAL EVENT REQUEST FOR ON CAMPUS EVENTS

Revised January 6, 2004

GAMMA forms are available on-line at [www.greeklife.sdes.ucf.edu](http://www.greeklife.sdes.ucf.edu)

**DEADLINE:** THIS FORM MUST BE TURNED INTO THE UCF POLICE DEPARTMENT (SGT. JAY PADGETT, 823-5425) NO LATER THAN FIFTEEN (15) DAYS PRIOR TO THE EVENT.  
**NOTE:** please keep a copy of the completed form for your records.

ORGANIZATION \_\_\_\_\_ DATE REQUESTED \_\_\_\_\_

NATURE OF EVENT \_\_\_\_\_ DATE OF EVENT \_\_\_\_\_

LOCATION OF EVENT \_\_\_\_\_ BEGINNING TIME \_\_\_\_\_ ENDING TIME \_\_\_\_\_

ATTENDANCE: NUMBER OF MEMBERS \_\_\_\_\_ NUMBER OF GUESTS \_\_\_\_\_ ESTIMATED ATTENDANCE \_\_\_\_\_

CONTACT PERSON AT THE PARTY \_\_\_\_\_ PHONE \_\_\_\_\_

ALTERNATE CONTACT PERSON AT THE PARTY \_\_\_\_\_ PHONE \_\_\_\_\_

WILL ALCOHOL BE PRESENT (CHECK ONE) YES \_\_\_\_\_ NO \_\_\_\_\_

TYPE OF ALCOHOL: BYOB \_\_\_\_\_ OTHER (DESCRIBE) \_\_\_\_\_

IF CATERED BY WHOM? (ATTACH COPY OF CATERER'S LIQUOR LICENSE) \_\_\_\_\_

NUMBER OF POLICE OFFICERS REQUESTED (MUST BE REQUESTED THREE DAYS PRIOR TO EVENT) \_\_\_\_\_

SYNOPSIS OF OPEN HOUSE PARTIES FSS 856.015.

RESPONSIBILITY OF ADULTS; OPEN HOUSE PARTIES - NO ADULT HAVING CONTROL OF ANY RESIDENCE SHALL ALLOW AN OPEN HOUSE PARTY TO TAKE PLACE AT SAID RESIDENCE IF ANY ALCOHOLIC BEVERAGE OR DRUG IS POSSESSED OR CONSUMED AT SAID RESIDENCE BY ANY MINOR WHERE THE ADULT KNEW THAT AN ALCOHOLIC BEVERAGE OR DRUG WAS IN POSSESSION OF OR BEING CONSUMED BY A MINOR AT SAID RESIDENCE, AND WHERE THE ADULT FAILED TO TAKE REASONABLE STEPS TO PREVENT THE POSSESSION OR CONSUMPTION OF THE ALCOHOLIC BEVERAGE OR DRUG."

IS ANY TYPE OF OUTDOOR AMPLIFIED MUSIC\*\* OR ENTERTAINMENT BEING PLANNED? YES \_\_\_\_\_ NO \_\_\_\_\_

TYPE OF AMPLIFIED ENTERTAINMENT: DJ \_\_\_\_\_ BAND \_\_\_\_\_ OTHER (DESCRIBE) \_\_\_\_\_

\*\*IF OUTDOOR AMPLIFIED ENTERTAINMENT IS BEING UTILIZED, THE DIRECTION OF THE SPEAKERS MUST BE POINTED IN THE DIRECTION AWAY FROM OFF-CAMPUS RESIDENTIAL AREAS. FRIDAYS AND SATURDAYS WILL BE THE ONLY DAYS DESIGNATED FOR OUTDOOR AMPLIFIED ENTERTAINMENT. **IN ADDITION, ALL OUTDOOR AMPLIFIED ENTERTAINMENT MUST CEASE AT 1:00 AM.** THE UCF POLICE ARE THE FINAL WORD REGARDING NOISE COMPLAINTS, AND MAY CHOOSE TO "SHUT DOWN THE ENTERTAINMENT" IF DEEMED TOO LOUD OR FOR OTHER PROBLEMS.

## OFFICIAL USE

UCF POLICE APPROVAL YES \_\_\_\_\_ NO \_\_\_\_\_ UCF POLICE OFFICIAL \_\_\_\_\_

NUMBER OF OFFICERS ASSIGNED \_\_\_\_\_

OFFICERS ASSIGNED (1) \_\_\_\_\_ (2) \_\_\_\_\_

(3) \_\_\_\_\_ (4) \_\_\_\_\_