

12 Responsibilities of the Social Host

1. Must not consume any drugs or alcohol either before or during the event.
2. Be present throughout the event.
3. Wear the orange arm band provided by the Event Manager.
4. Serve as contact and support person for Event Manager and for Security.
5. Check in with Event Manager every thirty minutes during the event.
6. Help control the number of guests admitted. Help make sure the waiting line at entrance is orderly.
7. Make sure all NYS Laws and U of R Policies and Procedures are followed. Make sure IDs and signs of intoxication are checked before any alcohol is served.
* At catered events IDs are checked by the bartenders.
8. Make sure drinks are not passed along to underage guests.
9. Watch for disruptive behavior before it escalates. Call for Security if problems appear imminent.
10. Keep party contained in designated areas. Don't let guests wander around the facility. Make periodic bathroom checks!
11. As safety allows, intervene with difficult guests.
12. Call Security **immediately** if problems arise. (Dial x13)