

Off-Campus Events – Bar Bus Policy

UNRESTRICTED BAR NIGHTS are defined as events that meet the following two criteria: (1) are open to the general campus population and (2) provide bus or shuttle (i.e., group) transportation to venues whose primary purpose is the provision of alcohol (e.g., bars, pubs, nightclubs).

Submitting Requests for an Unrestricted Bar Night:

1. Requests for a bar night must be submitted to the Office of the Dean of Students at least two (2) weeks prior to the event using the Unrestricted Bar Night Request Form.
2. After the event takes place, a Group Evaluation Form must be completed for a group to preserve the ability to host bar nights in the future.
3. The Bar Night Review Committee¹ will approve no more than one unrestricted bar night event per evening.
4. The University, through its designees, reserves the right to cancel the event or restrict an invited guest from leaving the premises if, in their opinion, a significant health or safety issue exists.

Transportation Requirements:

1. The sponsoring organization must verify attendees' ages by at least two forms of identification (UR student ID and a governmental picture ID) prior to boarding the buses departing for the venue.
2. A ticketing system shall be utilized unless another alternative crowd control method is approved by the Bar Night Review Committee. Tickets will be used to control: (1) access to the buses by only those eligible to attend the event and (2) traffic flow to the buses to prevent rushing to the buses by a crowd that could exceed the bus occupancy.
3. Monroe school buses should be used rather than the First Transit buses.

Age Requirements:

1. Bus or shuttle transportation will be provided for unrestricted bar nights only if all students being transported are 21 years of age or older.
2. Any recognized group on campus may implement an unrestricted bar night provided the group has a reasonable number of students 21 years of age or older.
3. What is reasonable shall be at the discretion of the Bar Night Review Committee, which shall review and approve or disapprove all requests for bar nights.
4. A group with a substantial number of underage students can plan a bar night; however, the group's underage members would not be allowed to attend the actual event.

Security Requirements:

1. The sponsoring organization must provide, at its expense, ample Security presence during the event. This will usually entail one officer stationed at the pick-up location for the duration of the event.
2. If additional security officers are needed for the event, the sponsoring organization will bear the expense.
3. The sponsoring organization must designate event managers whose responsibilities include (a) checking UR ID and government-issued IDs, (b) giving tickets for the event, and (c) remaining at IT to ensure the boarding of buses runs smoothly.

¹ **Bar Night Review Committee:** The Bar Night Review Committee will be appointed by the Dean of Students and will be composed of staff members from Security, Wilson Commons Student Activities, and Fraternity and Sorority Affairs, as well as student representatives. The committee will be chaired by either the Associate or the Assistant Dean of Students.

RESTRICTED BAR NIGHTS are defined as events which: (1) are at a location that is closed to the general public, (2) have a pre-determined guest list that has been created by the planning organization, (3) have fewer than 300 attendees, and (4) provide bus or shuttle (i.e., group) transportation to venues whose primary purpose is the provision of alcohol (e.g., bars, pubs, nightclubs).

Submitting Requests for a Restricted Bar Night:

1. Requests for a bar night must be submitted to the Office of the Dean of Students at least two (2) weeks prior to the event using the Restricted Bar Night Request Form.
2. After the event takes place, a Group Evaluation Form must be completed for a group to preserve the ability to host bar nights in the future.
3. The University, through its designees, reserves the right to cancel the event or restrict an invited guest from leaving the premises if, in their opinion, a significant health or safety issue exists.

Transportation Requirements:

1. The sponsoring organization will only allow individuals to board the buses who have a UR student ID and whose names are on the pre-determined guest list.
2. Monroe school buses are preferable to First Transit buses.
3. A ticketing system is recommended as a crowd control method for boarding the buses. Tickets can be used to control: (1) access to the buses by only those eligible to attend the event, and (2) traffic flow to the buses to prevent rushing to the buses by a crowd that could exceed the bus occupancy.

Age Requirements:

1. Any recognized group on campus may implement a restricted bar night provided the group has a reasonable number of students 21 years of age or older.
2. What is reasonable shall be at the discretion of the Bar Night Review Committee, which shall review and approve or disapprove all requests for bar nights.

Security Requirements:

4. The sponsoring organization may be asked to provide, at its expense, ample Security presence during the event. This will usually entail one officer stationed at the pick-up location for the duration of the event. The need for security will depend on the size and scope of the event and will be determined by the Bar Night Review Committee.
5. If additional security officers are needed for the event, the sponsoring organization will bear the expense.
6. The sponsoring organization must designate at least two event managers whose responsibilities include (a) checking UR ID and government-issued IDs, (b) managing the boarding of the buses, and (c) remaining at IT to ensure the boarding of buses runs smoothly.