

Party Registration Program

Updated October 2021

The Party Registration program is 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

- Registering a party at your residence:
 - CSU students registering through 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/apartment life facilities 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.
 - 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.
- How to register your party:
 - All registrants must register their parties by the Thursday before their party date. CSU students can register their parties in CSU's Off-Campus Life. In addition, CSU students and all other city limit registrants can register their party with the City's Neighborhood Services office.
 - Registrants can also use the online system, partysmart.colostate.edu, to register their party. Each registration must register their first party of the academic year in person and must register in person again if their party receives a warning or Noise, Nuisance, or Social Host citation. All registrants must provide a valid government issued picture ID to prove they are at least 18 years of age. In addition, CSU students must provide a current CSU picture ID.
- Party Registration limitations:
 - 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/screaming in alleys/streets, underage possession/consumption of alcohol or marijuana, 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.
- Process if noise complaint received:
 - 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.
 - 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 an investigation can be completed.
 - 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 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 your party:
 - 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 registrant's 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, an unreasonable noise citation can result in a \$1,000+ fine.
- Probationary periods:
 - If the registered address receives a warning related to the party, that address will not be able to utilize the Party Registration program for 30 days after the first warning and 90 days after any subsequent warning.
 - If the registered address receives an Unreasonable Noise or Social Host citation related to the party, that address will be unable to register a party again for 90 days from the date of the citation if this is a first citation. If this is a second citation at the address within the academic year, the address will not be able to register another party until August 1st.
 - If the registered address receives a nuisance gathering citation related to the party, that address will not be able to register a party for one year from the date of the citation/registered party.
 - A unit/address can continue registering a party as long as there are no complaints/warnings issued.

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.
- The Social Host Ordinance holds host(s) responsible for providing a space in which underage possession/consumption of alcohol or marijuana is occurring. The host(s) do(es) not have to provide the alcohol/marijuana to be held responsible. A Social Host Ordinance violation is a civil (non-criminal) infraction that has a \$100+ fine. The Social Host Ordinance does not replace current city ordinances (such as Unreasonable Noise and Nuisance Gathering) and it is possible for a party host to be issued multiple citations.
- 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, underage possession/consumption of alcohol or marijuana, or other serious matters.
- State Riot Laws provide that anyone convicted of a rioting offense cannot attend any Colorado 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.

In the event of an emergency (including but not limited to natural disasters, acts of terrorism, or other serious threats to the community), the Party Registration program may not go into effect and all parties registered for that weekend (or subsequent weekends) will not receive warnings. We strongly encourage you to cancel your party in the event of an emergency.

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.

Off-Campus Life
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Neighborhood Services
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