

Chapter House Rules

Each member initialed and thus agreed to these rules per their individual housing contract.

I. THE CHAPTER FACILITY AND ITS PROPERTY

- a. House Exterior: No additions, modifications to, or removals from the exterior of the Chapter Facility are permitted. Hanging of temporary signs or banners is permitted only by written permission of WPN.
- b. Chapter Room and Study Hall: The Chapter Room shall be subject to such restrictions on use as the elected officers of the Chapter (the "Executive Board") may impose. Under no circumstances shall there be trash (food wrappers, cups, cans, etc.) left in the Chapter Room. No additions, modifications or removal of furnishings and decor from these rooms are permitted.
- c. Roofs: No Member or guest of a Member shall ever enter on or climb on any roof of the Chapter Facility.
- d. No Pets: Except as provided in the Contract pertaining to persons with recognized disabilities, pets (which shall include any living animal of any type) ARE NOT allowed in the Chapter Facility, and if found, a fine of \$25.00 per day will be imposed on the person who is keeping such animal.
- e. Access to the Chapter Facility: All residents will be given an access method to the Chapter Facility. The access method (key, fob, code, etc.) is never to be given to any other party. Residents will be given access to their individual rooms. Residents will be held financially responsible for replacement fobs, keys and fees associated with re-keying or re-coding door locks in the event of a lost fob, key or misused code.
- f. No Smoking: Smoking and the use of e-cigarettes or any tobacco product is *prohibited* in all areas of the Chapter Facility.

II. INDIVIDUAL ROOMS

- a. Common Participation: All residents of a particular sleeping room shall be expected to participate in all aspects of cleaning and routine maintenance of that room, if physically able to do so.
- b. Abandoned Property: Any items left in the rooms at the end of the lease term will become the property of WPN if it so elects, but such items may be utilized or disposed of at the sole discretion of WPN, and if disposed of, the costs of disposal shall be charged to the resident.
- c. Fixtures and Furnishings: Any provided furniture or fixtures assigned to each room must remain in each assigned room.
 - i. Temporary sleep support devices, such as waterbeds, are not permitted.
 - ii. With approved obtained in advance from WPN in a writing which sets forth the design of the structure, lofts can be placed in a sleeping room so long as they are not attached to any part of the house.
 - iii. Enclosed sleeping spaces are not permitted.
- d. Room Decorations: Attachment of temporary wall decorations shall be with removable/stickable 3M wall mounting tabs. The use of permanent adhesive materials (glue, nails, screws, staples) is not permitted. No painting, staining or alteration, in any form, of any permanent surface in the room is permitted without prior written approval of WPN. Residents will be held financially responsible for fees associated with repairing damage to or restoring walls, windows, ceilings, floors, doors, locks, fixtures, etc. Residents may be

assessed a fine for any damage caused to the property in addition to other damages for remediation.

- e. **Electrical Safety:** All extension cords must be heavy-duty, conform to local code requirements and shall not be overloaded.
- f. **No Space Heaters:** Space heaters are prohibited.
- g. **Small Appliances:** Small cooking appliances (coffee pots, microwave ovens, hot plates, popcorn poppers, or other personal cooking equipment) should never be left unattended when in use. Electrical appliances should be unplugged when not in use.
- h. **Room Damage:** Residents are responsible for the assigned room and its furnished contents. Any loss or damage beyond normal usage will be charged to the resident's security deposit. The Chapter Facility will be inspected for damage by the House Manager and/or WPN representative at the end of each semester or whenever a change of occupancy occurs. The resident will sign a Resident Check-in Contract upon moving in and may be present for a Resident Check-out Inspection when moving out of the Chapter Facility.

III. FIRE SAFETY

- a. **Fire Protection Systems.** Alteration, removal, or misuse of fire alarms, extinguishers, and smoke detectors by occupants is prohibited. All fire safety equipment must be respected and kept available for emergency use and should be maintained and repaired only by professional contractors. If fire system abuse is determined, any member involved will be disciplined by Chapter, including but not limited to fines and costs of repair or replacement.
- b. **Fire Doors:** Fire doors are to be kept closed at all times and should not be propped open.
- c. **Exits:** Exit doors, stairwells, and hallways shall be kept clear and unobstructed. Occupants shall not block exits with furniture, boxes or trash or other object.
- d. **Sprinkler Heads:** Nothing shall be hung from fire protection sprinkler heads.
- e. **No Open Flames:** The use of open flame candles is not allowed except for Fraternity ritual functions as set forth in the Contract. Other open flame devices are prohibited.
- f. **No Heat Lamps:** Heating lamps or infrared lighting fixtures are not allowed.
- g. **No Blocking Fire Lane:** No parking of vehicles is permitted in the fire lane.
- h. **No Flammable Liquids:** Oil-based paints and thinners or liquid fuel of any type shall not be stored in the Chapter Facility.
- i. **Chemical Storage:** Cleaning chemicals shall be stored in accordance with manufacturer's recommendations.
- j. **Trash Removal.** All trash, garbage, rubbish or refuse shall be left only in proper containers at the locations specified by Chapter. Trash can liners are required at all times.

IV. COMMON CLEANING AND MAINTENANCE

- a. **Common Participation:** All occupants of the Chapter Facility shall be expected to participate in all aspects of cleaning and routine maintenance of common areas of the Chapter Facility, if physically able to do so. Personal servitude and hazing of any kind whether intended for facility maintenance or otherwise are strictly forbidden. As the basic test, if a person directing the work would not readily and willingly do the task himself and the person being directed has any sense of potential for reprisal for refusing, other than through official Chapter channels, it is probably hazing.
- b. **Cleaning and Maintenance of Common Areas.** Cleaning and maintenance of all common areas and kitchen services shall be the individual and joint responsibility of each Chapter member. Associate members and undergraduate members shall complete these responsibilities under scheduled specific assignments. WPN and/or the House Manager shall determine the maintenance and cleaning assignments and schedules. They shall have

the authority to impose fines and other penalties for any individual's failure to perform his assignments.

V. ETHICAL CONDUCT

- a. Alcohol: No beverage containing alcohol of more than 15% by volume is permitted in or at the Chapter Facility. The possession or use of alcohol is limited to those occupants, members and guests who are of legal age to possess alcohol and shall be subject to such additional rules as Chapter or WPN may establish at any time and from time to time.
- b. Illegal Drugs: Use, possession, or selling of illegal drugs, prohibited substances or drug paraphernalia is strictly forbidden in or at the Chapter Facility. Any violator is subject to criminal prosecution, disciplinary action by the Chapter and eviction from the Chapter Facility.
- c. Illegal Firearms, Weapons, and Explosives: The unlawful possession of firearms, weapons, explosives or other destructive devices in or at the Chapter Facility is forbidden. Any firearms which are lawfully possessed in the Chapter Facility under federal, state and local laws shall be kept unloaded and locked in a manner which prevents operation by anyone without the key or code. Ammunition shall be stored in a separate closed container not kept in close proximity to the firearm. Any violator of this section may be subject to criminal prosecution, disciplinary action by the Chapter and eviction from the Chapter Facility.
- d. Gambling: Gambling, wagering, bookmaking activity, or other activity designed to profit from games of chance, sporting events, or any other illicit proposition in or at the Chapter Facility is prohibited.
- e. Noise: All radios, television sets, stereos, phonographs, etc., shall be turned down to a level of sound that does not annoy or interfere with other residents.

VI. PHYSICAL DAMAGE

- a. Any physical damage to the Chapter Facility will be assessed by WPN or a representative of WPN. Repair and/or replacement will be coordinated by WPN with an approved vendor. Financial responsibility for the repair will be allocated and charged to individuals who caused or allowed such damage when applicable, as provided in the Contract.
- b. Residents are required to complete a Resident Check-in Contract to note existing damage to their room prior to moving in.
- c. Residents are required to complete a Resident Check-out Contract prior to moving out of the Chapter Facility to note and assign damage responsibility.
- d. As damage is incurred to the shared space, the House Manager should be notified so repairs can be made promptly.

VII. REPORTING VIOLATIONS

- a. Reporting Violations: Resident shall promptly report any violation of laws, University rules or policies, Fraternity rules or policies or Chapter House Rules, which the member observes or learns about to the Chapter President or other person responsible for assigning cleaning duties for the Chapter Facility.

Resident understands and acknowledges that if resident is present during any such violation and fails to report it that resident shall fairly and properly be presumed to be equally culpable with the actual violator unless proven otherwise to the satisfaction of the Executive Board of the Chapter or WPN staff.