

# HAYS POLICE DEPARTMENT

## PARTY SMART PROGRAM

### How does Party Registration Work?

- Students can register their party at the Hays Police Department and it must be done 48 hours in advance. *(Eventually this service will be available on the HPD website).*
- The host must complete the registration form with the address of the party, name of the host and a phone number, along with an ID to confirm the party host is 18+ years of age.
- With each registration, students are given educational materials on partying safely and responsibly; these students may avoid a noise ticket simply because they became a more "informed" party host by stopping by at the Hays Police Department.
- A copy of this information will be given to the Dispatch Center and the On-Duty Patrol Supervisor.
- If a noise complaint is received by the Dispatch Center, the party host could receive a phone call informing them about the complaint. If the complaint is noise only the Dispatch Center will transfer the call to the On-Duty Patrol Supervisor, who will then call the host.
- From that call, the party host will have 15-minutes to break up their party or to quiet the party down *(whatever action the on-duty supervisor feels is appropriate).*
- If a second noise complaint is received after the 15-minutes grace period, dispatch will then send an officer to the residence to deal with the noise.
- Dispatch will send an officer right away if they feel it is necessary (Ex. fight, sexual assault, drug use, under age drinking, etc...).
- Officers will try and contact the host if they have to respond to the party.

### HPD Clerk Party Smart Registration Checklist:

- Have the party Host complete the Registration Form.
- Give the Host a copy of the Party Smart Checklist.  
*(City's Permitting a Loud Noise ordinance is on the back).*
- Give them a "Welcome To Hays" brochure.
- Make a copy of the Host's photo ID.  
*(The Host must be 18+ years of age).*
- A copy of the Party Registration needs to be given to the Dispatch Center and the On-Duty Patrol Supervisor.

# Party Smart Registration

- (1) To register your party, contact the Hays Police Department (105 W. 12<sup>th</sup> Street, Hays, KS 67601) M-F 8:00 a.m. – 5:00 p.m. – 48 hours before your party.
- (2) You will need to fill out the HPD "Party Registration Form" and provide it to the clerk. Who will place it into our data base incase we need to contact you about a complaint.
- (3) You will also need **photo identification** showing you are at least 18 years old.

## What does registering your party do?

*By registering your party you may receive a warning phone call form the Hays Police Department if someone calls to complain about the noise. If you break up your party within 15 minutes from being notified, you could avoid a visit from the police and up to a \$500 noise citation!*

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## Hays Police Department Party Smart Registration Form

**Name of Responsible**

**Person for the Party "Host":** \_\_\_\_\_  
(print)

**Phone # for Party Host:** \_\_\_\_\_  
(print)

**Location/Address of Party:** \_\_\_\_\_  
(print)

**Date & Times for the Party:** \_\_\_\_\_  
(print)

**Host's Drivers License #**

**State of Issue/DOB:** \_\_\_\_\_  
(print)

I have read & understand the city ordinance on Permitting a Loud Noise.

I have received a copy of the Party Smart Checklist.

I have provided a copy of my photo identification & I am over 18 years old.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# Hays Police Department

## Party Smart Checklist

### Steps for a Fun, Safe, and Responsible Gathering

#### PRE-PARTY

- Agree with roommates/housemates about "house rules"
- Music Volume.
- Size of party - Who to tell.
- BYOB? To keg or not to keg.
- Party Hours.
- Have extra trash cans available.
- Decide on what food and non-alcoholic beverages to provide.
- Establish a Sober Host
- Turns away those persons not invited/wanted at party.
- Helps to monitor "house rules."
- Talks with police should they happen to show up.
- Watches for drunk drivers.
- Speak with your neighbors
- Let neighbors know of party plans - Exchange phone #'s, have your phone on during the party.
- Negotiate an end time and a clean up time with neighbors.
- Talk with your neighbors on many occasions, not just the day before a party.
- Lend a helping hand. Offer to mow neighbor's lawn, shovel snow, etc.
- Ask your neighbors what their past experiences have been with students.

#### PARTY

- Monitor
- Are you familiar with the people at your party?
- Have you secured areas/property that you do not want people to have access to?
- Are the people at your party of legal drinking age?
- How is the noise level?
- Are people parked in designated/appropriate areas? Are neighbors' spots being blocked?
- Is anyone getting too drunk? You could be liable if they get in an accident.
- Are people leaving with cups? This draws attention and creates trash.
- What is the behavior like when people are leaving? Lots of noise, urinating in your yard or neighbors' yards, making excess noise?
- Take Action
- If party gets beyond your control, call the police yourself at (785)625-1011.
- Let "Sober Host" talk to police. Don't get in the way; you could end up being charged with obstruction and/or resisting.
- Do as police instruct. If police are instructing you to leave, do so. Failure to take action could cause much more serious problems.

#### POST-PARTY

- Clean-up/Damage Control
- Make sure you yard/neighbor's yards are clear of any trash, cups, etc.
- Talk with neighbors to determine if they experienced any problems.

Sec. 26-79. - Loud noises declared nuisance.

(a)

It is unlawful to intentionally, knowingly or recklessly make, permit or assist another to make unreasonable noise in a public place or near a private residence that a person has no right to occupy, which, under all of the circumstances presented, would cause a person of ordinary sensitivities significant annoyance and irritation. The following noises and circumstances shall be deemed as prima facie unreasonable in the context, however, of the standards listed in this subsection:

(1)

Electrically amplified sound audible 25 feet from the source of said sound or within a private residence that the person responsible for the sound has no right to occupy;

(2)

Nonlicensed motor vehicle gasoline engines, nonvehicular gasoline engines and electric tools operated between 10:00 p.m. and 7:00 a.m. and audible 25 feet from the source of the sound or within a private residence that the person responsible for the sound has no right to occupy;

(3)

Repair or adjustment of a motor vehicle between 10:00 p.m. and 7:00 a.m. which is audible 25 feet from the source of the sound or within a private residence that the person responsible for the sound has no right to occupy; or

(4)

A gathering of persons engaged in loud and continuing activities continuing for a minimum of 15 minutes between 10:00 p.m. and 7:00 a.m. and audible 25 feet from the source of the sound or within a private residence that the person responsible for the sound has no right to occupy.

(b)

An application for a permit for exemption from the provisions of this section may be made to the city manager or his duly authorized representative. Upon such application, the city manager or his representative may issue a permit which exempts the holder of such permit from the provisions of this section for any duration of time deemed appropriate. Any permit granted by the city manager or his representative under this section shall contain all conditions upon which such permit has been granted and shall specify the time during which the permit shall be effective. The city manager or his representative shall prescribe any conditions or requirements he deems necessary to minimize adverse effects upon the community to the surrounding neighborhood. The city manager or his authorized representative may revoke such permit in the event the conditions prescribed are violated.