

# Policy 1128 Procedures

## A. Exemption Procedures

- 1) Request space reservation through the appropriate entity (University Events, Housing, Parking, Athletics), indicating if there is a need for outdoor amplified sound and hours of use (please note University Policy 1128 governing use of outdoor amplified sound).
- 2) If use of amplified sound exceeds the decibel level and timeframe limitations, an exemption must be given before event approval and space reservation confirmation.
- 3) Regardless of where the space reservation originates, the request must be submitted to University Events who will initiate review in consultation with the following offices as appropriate:
  - a. University Life/Student Involvement
  - b. Housing
  - c. Event Services
  - d. Safety and Emergency Management, Environmental Health and Safety
  - e. Community and Local Government Relations
- 4) If consultation yields approval and/or modification to meet approval, University Events will notify the requesting organization, as well as University Police and other impacted entities.

## B. Compliance Procedures

- 1) All events are required to comply with the outdoor amplified sound policy and/or the terms of their exemption.
- 2) If a complaint comes in to University Police or other onsite official for an event that has an approved exemption, then event organizers will be asked to make every effort to reduce the decibel level within reason for the event, at any time during the event.
- 3) If a complaint comes in to University Police or other onsite official for an event that does NOT have an approved exemption, then event organizers will be asked to shut down the amplified sound immediately.