



Post 177

House Rules

September 7, 2005

I. INTRODUCTION

- a. The reputation of Post 177 and the American Legion in this community will, to a very large degree, be determined by the reputation of the Club of Post 177. All members are requested to be aware of this fact and to keep it constantly in mind.
- b. In order to obtain the maximum return on our investment in the Club and Post Home facilities, it is necessary that we make the maximum use of those facilities. This can be accomplished only by creating an atmosphere agreeable to the majority of the members and their families.
- c. Members of Post 177 are jointly and individually responsible for obeying and enforcing these house rules.
- d. A copy of the rules for operating a licensed club as set forth by the Virginia Alcoholic Beverage Control Board is posted on the bulletin board. It is suggested that all Club Officers, Members and employees acquaint themselves with these rules.

II. ADMITTANCE

- a. Member of Post 177 American Legion, Sons of the American Legion Post 177 and the Auxiliary unit of Post 177 will be admitted to Club 177 by showing a current year membership card or other satisfactory proof of membership and are subject to all rules specified below. Hereinafter, all of the above are referred to as Members.
- b. Showing a current year membership card or other satisfactory proof of membership may admit members of the American Legion from posts other than Post 177. Any person whose Club privileges have been suspended by another American Legion Club shall be considered suspended from this Club.
- c. Non-member guests may be admitted to Club177 if signed into the Post177 Guest Register by a bona fide American Legion member. It is the responsibility of the American Legion Member host to legibly log each guest's name in the Guest Register. Members signing in a guest are responsible for the conduct of their guest and adherence to the House Rules of Club 177. Guests may not remain after the departure of the Member who signed in the guest. However, another Member may assume responsibility of the guest by countersigning the Guest Register.

- d. No one shall be admitted into the Club after the posted closing time.
- e. No minors (under 18) will be allowed in Club 177 after 9:00P.M. except during special Club functions, and under no circumstances after 10:00P.M.
- f. No minors (under the age of 16) will be permitted in the Post Game room unless accompanied and supervised by an adult. No minors (under the age of 18) will be seated at the bar at any time.
- g. No minors (under the age of 16) will be permitted to play pool or darts unless accompanied and supervised by an adult.
- h. Minors will be under the control of their adult sponsor at all times.
- i. All club member card games will be restricted to the game room.

III. Service

- a. Each Member will display his/her current year membership card when requested by the ABC Manager on duty, the Club Manager, or any Officer of Post 177.
- b. Food, beverages and set-ups, sold in the Club will be sold across the bar only. Members and guests occupying tables are responsible for service to the tables and return of all bottles, glasses, cups, dishes, silverware, ashtrays, and debris to the bar. The only exception to this Rule is during special functions and Friday Night Dinners when waitresses are on duty.
- c. Bottles of alcoholic beverages, other than beer and wine, served across the Club bar, shall be identified with the name of the Member bringing such alcoholic beverages into the Club. Said bottles shall be retained at the bar and only served by the ABC Manager on duty. Liquor bottles left by Members will be placed in their personal lockers or stored in the Post 177 secured liquor room. Should liquor bottles left in the posts secure liquor room be determined to have been abandoned by its owner, the contents may be disposed of at the discretion of the third Vice Commander. Such disposal will be accomplished by the Third-Vice Commander and witnessed by another Post Officer.
- d. Prices for beer, wine and food on sale within the Club shall be as determined from time to time by the Club Manager and the Third-Vice Commander and approved by the Post Executive Committee

and posted in the Club Room. The Club Manager and the Third-Vice Commander shall determine the prices of all other items.

- e. It is every Member's responsibility to determine that the monies paid by him/her or other Members or guests are correctly rung up on the Club cash register by the attending ABC Manager at the time of sale. No individual or ABC Manager on duty will be allowed to "run a tab" for purchases from the club. All violations of this rule shall be reported to the Club Manager or Third-Vice Commander for disciplinary action.
- f. Patrons are not allowed to carry out of the Club any open containers (i.e.:glasses, cans or bottles) of alcoholic beverages sold on the premises.
- g. "Tuits" or chips will not be sold by the ABC Manager on duty during Happy Hour and shall only be recognized for their equivalent currency value.
- h. Patrons are not allowed to bring wine, beer or food into the Club for consumption without the permission of the Club Manager or the Third-Vice Commander.
- i. Any Military member on active status, Firefighter/Rescue Personnel, and/or Police Officer that enters the Club will be offered 1 free drink (beer & wine included) of their choice.
- j. All non-member guests are not allowed to by alcoholic beverages and/or purchase pull-tabs.

IV. HOURS OF OPERATION

- a. Club 177 will be open as follows:

Monday thru Thursday.....8:00 A.M. to 11:00 P.M.

Friday..... 8:00 A.M. to 12:00 P.M.

Saturday..... .8:00 A.M. to 11:00 P.M.

Sunday..... 8:00 A.M. to 11:00 P.M.

- b. The above hours may be modified during special functions such as Super Bowl, and other late night sporting events that are televised with the approval of the Club Manager and the Third-Vice Commander.

- c. Happy Hour will be held Monday through Thursday between the hours of 4:30 P.M. and 6:30 P.M.
- d. Early closing of the Club may be required due to the lack of members in the club area approaching closing time for security reasons. Closing early will require approval from the Post 177 Commander, Club Manager, or Third Vice Commander.
- e. The bar will be closed during Post 177 Regular Membership Meetings. When closed during Membership Meetings, no personnel will remain in the Club. The Post 177 Commander, Club Manager, or Third Vice Commander must approve all temporary deviations from the above-posted hours.

V. DRESS

- a. Shoes and shirts are required at all times.
- b. Anyone wearing clothing deemed inappropriate by the Post 177 Commander, Club Manager, Third-Vice Commander, or ABC Manager will be asked to leave the Club premises.

VI. CONDUCT

- a. Club 177 is in existence for the use, benefit comradeship, and fellowship of all Members of Post 177 and their families. Conduct in the Club shall conform to standards acceptable to the majority of the Post membership. Violations of any of the following rules of personal conduct constitute grounds for disciplinary action by the Post Executive Committee:
 - 1. Profane, boisterous, or excessively loud language.
 - 2. Sexually explicit physical or verbal behavior.
 - 3. Refusal or failure to comply with the reasonable request or instructions from the Club Manager, Officers of the Post, or ABC Manager on duty.
 - 4. Refusal to assist the Club Manager, Officers of the Post, or ABC Manager on duty in maintaining good order in the Club environs when so requested.
 - 5. Over-aggressiveness, truculence, or striking another person in anger as determined by the Club Manager, Officers of the Post, or ABC Manager on duty.

6. Uninvited and/or indiscriminate table hopping.
 7. Other actions in bad or questionable taste as determined by the Club Manager, Officers of the Post, or ABC Manager on duty.
 8. Failure to abide by the House Rules.
 9. No one is permitted behind the bar except authorized personnel.
 10. No employee or Member of Post 177 will be allowed to sit or stand on tables or the bar.
 11. There will be no "Reserved" tables or seats in the Club or dining room unless designated by the Club Manager or an Officer of Post 177 during special functions.
 12. Any unsafe condition(s) observed on Post 177 property are to be reported immediately to the Club Manager, ABC Manager, or Post Officer for immediate action.
- b. A two-thirds (2/3) vote of a quorum of the Post Executive Committee shall be required for action resulting in permanent expulsion of a Member from the club.
 - c. Any Member who has had two (2) disciplinary actions in two (2) years taken against him/her by the Executive Committee shall automatically be suspended from the Club for a minimum period of one or more years at the discretion of the Executive Committee.
 - d. Any Member or guest violating rules listed in Section VI (A) above may have his/her Club privileges temporarily suspended immediately by the Club manager or any Officer of the Post. However, any person so disciplined under Rule VI shall have an opportunity to be heard before the Post Executive Committee within two (2) weeks. During the interval, the Member's Club privileges shall be suspended until such time as the Executive Committee either restores the Members' privileges or extends the suspension.
 - e. The Club Manager, ABC Manager on duty, Commander, and/or the Third-Vice Commander have the right to refuse to serve alcoholic beverages to anyone who in their opinion is inebriated or deemed unfit for the consumption of same.

- f. The Post has established handicapped parking spaces adjoining all entrances to the Post Home. This has been done for the convenience of our disabled comrades and guests. Members and guests who do not display current, valid handicapped parking license plates or permits are forbidden to park in these spaces at any time, day or night. If a Member or guest violates this rule he/she is subject to immediate suspension of his/her Club privileges by the Commander, Third Vice Commander, or Club Manager, without recourse to an appeal, for a period of one (1) week for the first offense, two (2) weeks for a second offense. A third offense is subject to an immediate two (2) week suspension, with review by the Executive Committee for determination of final disciplinary action. If the Officers named are not present, the ABC Manager on duty has the authority to immediately suspend the offender's Club privileges and to order the offender out of the Post Home. The ABC manager on duty will then provide a written report of this violation to the Club Manager at the earliest opportunity. If a Member does not have a repeat offense for a period of one (1) year from his/her last offense, his/her slate will be wiped clean and his/her next offense will be considered his/her first offense.
- g. Loitering, sleeping, drinking, or any other inappropriate activity determined by the Club Management to not be in the interest of the Post, is strictly prohibited anywhere on Post property before, during or after operating hours.
- h. No long distance calls shall be made on Post 177 telephones without prior approval of the Club Manager or an Officer of Post 177.
- i. Changes or additions to the interior fixtures or decorations (pictures, posters, plaques, etc.) of Post 177 may only be made with the express permission, in advance, of the Club Manager or Executive Committee.
- j. Children are welcome in the Club and on Post premises, but they must always be under the direct supervision and control of a responsible adult. For the purposes of these House Rules, a "Child" is considered to be any person under the age of 18. To avoid injury or damage to Club property, the following rules apply to children and the adults who accompany them to the Club:
 - 1. Children will not be permitted in the Club Room or on Post Property after 9:00 p.m.

2. Children under the age of 16 are not allowed in the game room unless they remain under the direct supervision of a responsible adult. Children over 16 may use the equipment in the game room without direct supervision if they demonstrate to Club Management that they can use the equipment responsibly.
3. Children may not be seated at the bar at any time for any reason.
4. Children may not play "pull tabs" or engage in gambling of any kind while in Post 177.
5. Playing or loitering in the parking lot, rest rooms, kitchen, storeroom, or boardroom is strictly prohibited.

Children and their parents who violate the above rules may be asked to leave the Club at the discretion of the ABC Manager on duty or Club Management. Repeated, flagrant, or willful violation of these rules may result in further disciplinary action by the Executive Committee.

- k. The following behavior will not be tolerated in Club 177:
 - i. Racial or ethnic slurs in reference to any minority group.
 - ii. Refusal or failure to comply with reasonable requests or instructions from Club 177 management, employees, or Post Officers.
 - iii. Aggressive behavior, quarreling, fighting, wrestling, roughhousing, etc. as determined by Club Management, Post Officers, or a Club employee.
- l. When the Club Manager and/or Assistant Club Manager/Adjutant is absent, the Club Manager's Office will remain closed and locked. Approved access, for Club or Post 177 official business, will be provided by the ABC Manager on duty or Officer(s) of the Post.
- m. Cigarettes are to be sold by the ABC Manager on duty. There will be no self service.
- n. There will be no placing/stacking tickets on the bar prior to selling the tickets. Nor will there be self-service purchases of tickets. Tickets are to be sold only by the ABC Manager on duty. Furthermore, no employee on duty shall purchase tickets while they are being paid. There will be no ABC Manager that opens a box of tickets while on duty and then once they are off their shift purchase tickets from the same box that they opened.

VII. **CHECK CASHING**

- a. Check cashing in the Club will be limited to checks written by Members on their own accounts and in an amount to be determined by the Club Manager, Third Vice Commander and/or Post Commander.
- b. Any member, whose check is returned for any reason, shall be banned from cashing another check in the club for a period of one (1) year after the first offense. Should a second offense be committed by a Member over a five (5) year period, the Member shall be banned from writing checks to the Club for life.
- c. Any member who issues a bad check to the Club shall immediately lose his or her Club privileges until such time as the Club has been reimbursed for the full amount of the check and all penalties and fees associated with it.

The above rules are to be strictly enforced and adhered to by the Club Manager, Officers of Post 177, Post/Club employees, and Members of Post 177 and their guests.

BY AUTHORITY OF THE COMMANDER AND POST EXECUTIVE COMMITTEE

09/17/2005

Printed Name

Signature

Date