



THE AMERICAN LEGION LCW POST 1



HOUSE RULES

1. This Legion Club is for the enjoyment of:
 - A. All members of the American Legion, American Legion Auxiliary, and Sons of the American Legion, who have a current membership card and are in good standing.
 - B. Guests, when accompanied and sponsored by a Legion, Auxiliary, or SAL member. Sponsors must show a current membership card before sponsoring a guest. Guests are any non-member, including wives, husbands, sons, and daughters.
 - C. Persons attending Legion sponsored activities at the Post may be granted guest privileges.
2. Legion clubroom hours and general operation shall be set to comply with appropriate laws and regulations. The Legion clubroom will close as designated by the House Committee unless the committee has granted an exception or extension. All services shall cease 15 minutes prior to closing.
3. The Legion Club may be closed on holidays, as determined by the house committee.
4. All visiting Legionnaires and Auxiliary members, and all guests, must register in the Post Guest Book. Guests must be accompanied by a Sponsor and the Sponsor must be present in the Club. The member/sponsor may not leave a guest present in the Club when they depart and guests may not remain in the Club when their Sponsor is not present. Post members are responsible for the control, conduct, and actions, of any/all guests they sponsor into the Club.
5. Any person (member, guest, or other) admitting anyone into the Legion Club who is not a member or guest will be subject to suspension.
6. If a visiting Legionnaire or Auxiliary Member is denied the privileges of our Legion Club for misconduct, then the denial and circumstances that led to the denial will be reported to their own Post.
7. The Post Commander, Post Adjutant, and any person specifically designated by the Commander, Adjutant, or House Committee, may check membership cards at any time.
8. While the wearing of Legion caps is encouraged, no cap or hat should be worn during banquets or meals. Color Guard members are exempt from this rule during the course of the duties or a recognized Color Guard event. Hats or caps should not be worn while dancing, unless appropriate for the occasion. Members, at all times, will use good judgment and

discretion in the wear of headwear within the Post. The House Committee may further restrict or permit the wear of hats or caps from areas of the building by action of the committee.

9. All persons entering the premises are expected to conduct themselves as Ladies and Gentlemen at all times. They will be dressed in attire that is appropriate for the event and in good taste.
10. Loud, boisterous, obscene, threatening, profane language or actions will not be permitted in the Legion Club.
11. Personal checks must be approved by the officers or employees designated by the House Committee, and are subject to the posted check cashing policy.
12. No member or guest shall reprimand any Post Officer or employee. Members or guests who believe an inattention to duty, insufficiency, or discourtesy has occurred, may report these or other criticisms of the Legion Club, to the Post Commander, House Committee, Adjutant, or Executive Committee.
13. No subscriptions or petitions shall be circulated, no articles exposed for sale, and no notices or advertisements placed in the Legion Club, except as approved by the House Committee.
14. No dogs, pets, or other animals, will be permitted in the Legion Club. Exception is granted for Seeing Eye dogs when accompanied by a legally blind person; or Military or Police dogs when accompanied by their handler and required by official business.
15. Any member, guest, or other person, in an intoxicated condition may be ejected from the Legion Club. No person shall provide beverages or merchandise for any person who has been refused service.
16. No property of the Post will be removed from the premises without the signed permission of the Post Commander, Adjutant, Club/Bar Manager, or Chairman of the House Committee. Any member or guest who removes Post property without such prior approval, or who damages any Post property, shall be required to pay the reasonable value thereof and shall also be subject to suspension of Club privileges for a period set by the House Committee. Exception is granted for active Color Guard members, who may remove equipment and items required for their duties.
17. No alcoholic beverages will be taken from, or brought into, the Legion Club.
18. No food shall be brought into the Legion Club without prior approval of Club Management.
19. No alcoholic beverages will be served, or given, to minors or underage persons.
20. Children are welcomed in the Legion Club under direct supervision of a parent or guardian. A curfew is established, after which minors are not permitted in the Legion Club, except for appropriate Legion sponsored events. The curfew is 7 pm for children under the age of 13, and 9 pm for teenagers between the ages of 13 and 18. In the case of these sponsored events, the

curfew is extended for 1 hour after event's ending. This rule is not intended to exclude children or families, but is established for the safety and well being of the children, members, and guests; and for legal and insurance compliance. The House Committee may consider case-by-case exceptions for special events as the committee deems appropriate.

21. The post has one computer available for members' use. This is a shared resource and is primarily intended for job seekers, resume work, access to benefits, and education purposes. It may be used for recreational activities or general research, but all users of the computer must be courteous of the time spent on the computer, especially if others are waiting. All users are prohibited, at all times, from accessing pornographic, racist, or other inappropriate or illegal sites. Anyone using the computer for these purposes will be barred from further use as the House Committee may see fit. Computer access is limited to members over the age of 18.

22. Access behind the bar, and in the bar storage room, is limited to the on-duty bartender(s) and the bar manager. Anyone else desiring access to these areas, no matter how brief or their intended reason, must first receive permission from the on-duty bartender or the bar manager. Failure to abide by this rule may result in the person being barred, at the discretion of the House Committee.

23. The Post Commander and Officers, Adjutant, Club/Bar Manager, or others designated by the House Committee, have full authority to enforce the House Rules under the direction of the House Committee, and may eject any member or guest for misconduct or violation of the House Rules. However, it must be remembered that adherence to these rules is also a responsibility of every Post member and guest.

24. The House Committee will make a copy of the House Rules available within the Legion Club, and provide a copy to the Post Adjutant for file in official Post records. The House Committee may require additional rules as the committee deems appropriate. Notices of changes to these rules will be displayed as appropriate until the House Rules document can be republished. Temporary changes, or rules for specific events, will be displayed as the committee requires.

25. These rules are not intended to be exclusive. All members and guest of this Post must remember the dignity of the Veterans this post represents, the dignity of this Post, and the American Legion.

House Committee Chairman

Post Adjutant

Summary of updates, changes, revisions, modifications.

(Retain this page on file copies, not required on publically posted copies.)

Document re-write and revision, 8 April 2010.

This version of the House Rules was accepted by the House Committee at the regularly schedule meeting on 8 April, 2010. Rules are effective as of the approval date.

Change/modification, 16 Sep 2010

Curfew changed for 13-18 year olds (teens), 9 pm of appropriate event plus 1 hour.

The change was approved at the Executive Board meeting on 16 Sep 2010, and previously discussed at House Committee and E-board meetings.

The House Rules will be printed in standard letter size format and placed in a suitable binder. The old practice of posting the rules on a poster sized document attached to a wall was deemed too costly, labor intensive, and delays posting of newly approved, amended, or changed rules. The House Committee Chairman announced this administrative change at the Executive Board meeting, immediately after the board's decision regarding the teenager curfew rule change, beginning with the current update.