



NATIONAL 4-H YOUTH CONFERENCE CENTER CODE OF CONDUCT

The following are rules and conditions for guests at the National 4-H Youth Conference Center.

- The National 4-H Youth Conference Center is an alcohol-free facility. Possession or use of alcoholic beverages or illegal drugs is prohibited. This includes the grounds and streets surrounding the National 4-H Youth Conference Center. In addition, public intoxication is illegal in the State of Maryland and is punishable by law.
- Possession of sexually explicit materials is prohibited. In addition, the computers in the Cyber Café may not be used to download, create, receive, forward, or transmit inappropriate, offensive, or sexually explicit communications.
- Smoking or using other tobacco products is prohibited in all buildings, meetings rooms, and guests' rooms. Smoking is permitted in designated outdoor areas only. **Penalty fee of \$400.00/ violation**
- Fireworks are prohibited in the State of Maryland and at the National Y-H Youth Conference Center.
- Lighting of candles or incense is prohibited in all buildings, meeting rooms, and guest rooms.
- No pets or animals are allowed, except for trained guide dogs.
- Shirts and shoes are required inside all buildings at all times.
- Guests must respect personal public property. Repair costs of damages incurred to property will be billed to the group responsible for such damages.
- A zoning law requires that there be no "organized" programs or activities after 11:00 p.m. on Sunday through Thursday or after midnight Friday and Saturday. Guests are asked to refrain from making noise in common areas and sleeping rooms between the hours of 11:00 p.m. and 7:00 a.m. Facility curfew is 11:00 p.m. on Sunday through Thursday and midnight on Friday and Saturday, which means each person needs to be in his or her own room at these times.
- Exterior doors on campus are locked at 8:00 p.m. or 11:00 p.m. (*depending upon the location and scheduled activities*) each evening in order to provide a safe environment for our guests. Exterior doors are unlocked at 7:00 a.m. each day.
- Vending and selling merchandise is prohibited in public areas and to others outside your own group membership.
- **All** food and beverages consumed on the property, in meeting rooms, and other public areas must be ordered and/or purchased through the National 4-H Youth Conference Center. You may **not** bring your own food.
- Before or during checkout, guests must pay for all incidental charges.
- To protect the safety of Center guests, no fraternization is allowed in participant's lodging rooms. Any participant who has a complaint regarding fraternization should contact his or her group coordinator.

ADULT CHAPERONES AND GROUP LEADERS ARE RESPONSIBLE FOR ENFORCING THE RULES AS STATED. VIOLATORS MAY BE ASKED TO LEAVE AND BE SENT HOME AT THEIR OWN EXPENSE. THESE RULES ARE NOT SUBJECT TO INTERPRETATION AND EACH GROUP IS EXPECTED TO FOLLOW THEM WITHOUT EXCEPTION. OUR PRIMARY CONSIDERATION IS TO PROVIDE A SAFE, SECURE ENVIRONMENT FOR ALL OUR GUESTS.

I have read and understand the above Code of Conduct and will inform all group participants of its contents.

Signature

Date

Please sign and return a copy of this Code of Conduct with your signed contract.