# **Operating Policy – Guest Policy**

1. Purpose

* 1. To ensure that individuals on the guest list entering Twelve Eighty and MSU sponsored events, do so based on merit.

2. Operating Parameters

* 1. The guest list shall be limited to a maximum of 25 individuals on any given night;
	2. The guest list shall be finalized no later than 5:00pm, one (1) day prior to the guests entering the bar;
	3. The guest list does not exempt anyone from paying the cover charge, except where there are no line ups, guests will not be required to pay the cover charge;
	4. This policy will apply to Twelve Eighty.

3. Merit

* 1. Individuals shall be added to the guest list through individual merit;
	2. Individual merit shall be defined as:
		1. Individuals or groups who volunteer above and beyond the call of duty to the McMaster Students Union;
		2. Individuals or groups who represent or dedicate their time on a regular basis to the betterment of student life at McMaster;
		3. Past and present Board of Directors members;
		4. Honour M Society members;
		5. Individuals who frequent and support MSU services on a regular basis;
		6. Other individuals, as deemed appropriate by the President, Vice-President (Administration), Vice-President (Finance), Vice-President (Education), the General Manager, and the Food and Beverage Manager;
		7. Honorary members.