



# American Legion Newport Harbor Post 291

## “ Rules ”



### I. Purpose:

- a. Provide documentation used for training and reference by all elected and appointed officers of the American Legion Post 291, by all members designated as the Officer of the Day (OD), and all members volunteering in a concierge status.
- b. Clarify the rules and guidelines for all members of the Post.
- c. Reduce the risk of safety hazards, prevent improper use of Post 291 amenities, and to reinforce a pleasant and family-oriented culture among all members of the American Legion Family and their guests.

### II. General Rules:

- a. The Officer of the Day (OD) is an assigned duty in which the person acts on behalf of the Executive Committee to ensure the members and guests enjoy themselves within the limits of the Post rules, policies, and procedures, and is authorized to take all actions necessary to maintain order and good discipline on Post property.
- b. Persons under the age of 18 must be accompanied by an adult.
- c. Persons under 21 years of age are prohibited from sitting/standing at the bar and bar area.
- d. Removal of open containers of alcoholic beverages from the Post property is prohibited.
  - i. Open containers may be taken to the Post Marina and or aboard boats.
- e. Members and guests must be dressed appropriately in all areas of the Post property; to include the patio, inside buildings, and parking lot.
  - i. Shoes, shirts, and proper covering of swimwear is required.
- f. No outside food or drinks may be brought onto the Post property without prior approval.
  - i. Outside wine is allowed but a corkage fee is required.
- g. Post 1000 members with more than one year must be signed in by a member as a guest.
- h. Members and guests are excluded from all private events, unless invited.
  - i. Any event that admission is paid for, or a guest list is designated.
  - ii. The space used is rented or designated to a specific organization where the host designates attendees.
- i. Removal of Post property or equipment is prohibited without prior authorization.

### III. Membership Guests:

- a. A guest is anyone, including spouses, that do not have their own membership card.
  - i. Post 291 Legionnaires (Veteran members) are allowed 5 guests (total party of 6).
  - ii. Post 291 SAL and Auxiliary members are allowed 3 guests (total party of 4)
  - iii. ALYC reciprocals are allowed 3 guests (total party of 4).
  - iv. Legion, SAL, and Auxiliary members from other Posts are allowed 3 guests (total party of 4).
- b. All membership guests must be signed in by the member (sponsor).
- c. No guest will be allowed access without their sponsor being present at the time they sign in.
- d. If the sponsor is already inside the Post property, the guest is responsible for contacting their sponsor to meet them at the sign in station.
- e. If the sponsor is not currently on the Post property, the guest will be denied access until the sponsor arrives.
- f. Guests are not allowed to stay at the Post after their sponsor leaves.
- g. Members are fully responsible and liable for their guest's behavior.

### IV. Parking Lot:



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- a. Parking privileges in the Post 291 parking lot are extended to Post 291 members, with valid membership AND parking cards. (Please reference the *Post/Parking Lot Access Policy*)
  - I. A valid membership card must be present. The access card alone is not valid for entry.
- b. Members parking in the parking lot are required to remain on the Post property or be actively engaged in Post activity.
- c. Overnight parking is only authorized under special circumstances:
  - I. Marina Slip Renters are authorized to park overnight, per the rental agreement.
  - II. Any member who is unfit to drive may leave their vehicle in the parking lot, but the vehicle must be picked up as soon as possible the following day.
- d. Members are allowed one parking space only. Use of more than one space by a vehicle shall be subject to tow at the owner's expense (per V.C.22658A).
  - I. All vehicles must fit in the spaces provided, both length and width.
  - II. Trailer and RV parking is prohibited.
- e. Motorcycles are considered vehicles and shall be parked, when safe to do so, in marked and available triangular parking spaces.
- f. Parking in fire lanes or unassigned/designated spaces is always prohibited. Parking in these areas can result in citation and towing at the owner's expense without notice.
- g. Dogs in the parking lot shall be on a leash and attended to by an adult. The owner is responsible for cleaning up after the dog.
- h. Bicycles/Electric Bikes/Scooters are not allowed to be ridden or parked in the parking lot. Designated bike racks have been provided by the city and have been placed outside of the front and back entrances to the Post.

### V. Patio:

- a. Shoes, shirts, and proper covering of swimwear is required.
  - i. Bathing Suits (wet or dry) are not allowed without a proper covering.
- b. Members are not allowed to reserve additional tables (aside from their own) for guests and other members not currently on Post property.
- c. BBQ Grills are only for the use of food purchased at the Post.
  - i. Children under the age of 18 are prohibited from using the grills.
- d. Do not bring sand or seawater into the Patio, buildings, or parking lot.
- e. No running.

### VI. Beach (public):

- a. The beach outside of the Post patio is public property and there is no lifeguard on duty.
  - i. Parents/Guardians are fully responsible for their children.
- b. Food and beverage from the Post is not authorized to be taken onto the beach.
- c. Swimming directly in front of the sandy beach is allowed, do not swim in the Marina Channel.
  - i. When swimming, use caution for boat traffic.
- d. Walking and Climbing on the seawall is prohibited by the City of Newport Beach.
- e. Do not bring sand or seawater into the Patio, buildings, or parking lot.
- f. Beach patrons are required to keep the beach area clean of litter and return all toys after use.

### VII. Smoking:

- a. Smoking is prohibited inside all Post 291 buildings and on the outside Patio.
  - I. This includes Cigarettes, Cigars, E-Cigarettes, Vapes, etc.



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- b. A designated smoking area is established in the Parking Lot
- c. There is no Marijuana use allowed on Post property.

### **VIII. Marina (docks and water channel):**

- a. No swimming or fishing in the Marina.
  - i. This includes kayaks, paddle boards, inflatables, etc..
- b. No “horseplay” or roughhousing on the Docks.
- c. Boat slips are exclusive for the use of slip renters.
- d. Guest dock is open every day for members visiting the Post.
  - i. Overnight stay is not permitted on Fridays and Saturdays and must be rented through the front office.
  - ii. Overnight stay is not permitted on Sundays between the 1<sup>st</sup> Sunday in May thru Labor Day.
  - iii. No visiting Boats are permitted to be tied up in the red loading zone under the hoist.
  - iv. Boats are limited to no more than 8 feet of draft and a beam of 14 feet.
  - v. Visitors may tie up during operating hours on a first-come, first-served basis for up to 8 hours.
  - vi. Upon arrival, the Skipper must immediately proceed to the Post 291 office (or bartender if the office is closed) to verify that the guest dock has not been reserved; and to provide information on Skipper, vessel, and an expected time of departure.
- e. Unauthorized boat launching and landing is prohibited.

### **IX. Service Dogs:**

- a. The only animals allowed on the Post property during hours of operations are service dogs, as defined by the Department of Justice (DoJ).
- b. Behavioral expectations of a Service Dog.
  - I. Trained to do work or perform tasks that benefit an individual with a disability.
  - II. Always on a leash and/or under the immediate control of the handler.
  - III. Stays off furniture (including your lap).
  - IV. Does not mark (relieve themselves) in public places.
  - V. Does not growl, bark, snarl, or jump up on people or furniture.
  - VI. Are free from fleas, ticks, and worms.
- c. Therapy / Emotional Support / Comfort Animals are NOT considered service animals under the Department of Justice (DoJ) or the American Disabilities Act (ADA) guidelines.
- d. If you bring a non-service animal into the Post, you will be asked to leave the premises.
- e. Officers of the Post, Officer of the Day, or members volunteering in a concierge status can ask you specific questions related to your service animal.
- f. California Penal Code 365.7 PC covers service dog fraud and can be described as knowingly and fraudulently representing oneself (either verbally or in writing) to be the owner of a “guide dog”, “signal dog” or “service dog.”
- g. Service dog fraud is a misdemeanor in California, and the potential penalties include summary probation, up to six months in county jail and/or a fine of up to \$1,000.