

# Pi Kappa Phi

## Alpha Psi Chapter House

### Schedule of Damages & Policy Violations Fines

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Effective Fall 2025

The following fine structure is intended to preserve the safety, cleanliness, and longevity of the chapter house, along with ensuring members live in an environment where health, safety and overall wellbeing are prioritized. Members are expected to respect the property and abide by health and safety guidelines. Violations will result in financial penalties and may also be referred to the House Corporation Board (HCB) or Indiana University for further action. The fine structure is not all-inclusive but a representative sample.

**\*\*** Members are responsible for their guests and will be held accountable for their actions. Failure to abide by this may result in revocation of guest privileges or use of the facility for social events. All guests must abide by the same rules and standards as chapter members. The member is responsible for the actions of their guests at all times. If a guest makes a mess, the member is responsible for cleaning it up. If a guest causes a disturbance, the member must escort the guest out of the Property. If assistance is required, contact the Undergraduate Chapter Leadership or the House Director.

Each member is required to complete a room check-in and check-out with the House Director and House Manager. Room damages will be assessed either on an as needed basis owing to severity or addressed at the end of the year.

Damage will be assessed immediately and must be paid within 10 days.

#### **Accountability & Process**

All fines will be billed directly to the Undergraduate Chapter. The Undergraduate Chapter will be responsible for billing the relevant member(s) responsible or to the room if shared responsibility is determined.

Multiple violations may result in disciplinary action, up to eviction or university referral. Undergraduate Standards Board process should be followed and escalations to the HCB may be necessary due to severity and/or frequency of occurrences.

Undergraduate Chapter may appeal a fine within 5 days of notification by submitting a written request to the House Director and/or HCB.

Category	Violation	Fine Amount	Notes
Room & Fixture Damages	Wall or ceiling damage (holes, dents, graffiti, etc.)	\$100-\$250	Based on severity
Room & Fixture Damages	Flooring damage (scratches, stains, warping, etc.)	\$150 minimum	May include full replacement costs
Room & Fixture Damages	Closet or room door damage (including locks, hinges)	\$200-\$400	Based on type and extent
Room & Fixture Damages	Smoke detector removal/blocking	\$250	**Fire safety violation** – reportable
Room & Fixture Damages	Window screen removal or damage	\$50 per screen	Must be reinstalled by maintenance
Room & Fixture Damages	Broken or missing blinds	\$75-\$150	Replacement cost varies
Room & Fixture Damages	Unauthorized painting, spray paint, foam, or coloring agents	\$200	Includes wall repair and repainting
Room & Fixture Damages	Any damage beyond ordinary wear and tear	\$100-\$500	Assessed at check-out or upon inspection
Common Area Damages & Cleanliness	Furniture damage (couch, tables, chairs, etc.)	\$150-\$500	Based on replacement value or professional cleaning fees
Common Area Damages & Cleanliness	Vomit cleanup (anywhere in house)	\$100 per incident	Charged per area/event. Members are expected to clean up their mess and that of their guests.
Common Area Damages & Cleanliness	Trash left in hallways, common areas, or bathrooms	\$25 per occurrence	Applies to all shared spaces
Common Area Damages & Cleanliness	Blocking toilets, urinals, or sinks beyond normal usage - For example beer cans or other articles deliberately inserted into plumbing, clogging of system due to inappropriate use of system	\$150 to the individual responsible or to the chapter at large if responsible individual not identified	Covers clogs or replacement of fixtures due to excessive misuse or foreign objects. If replacement is required, the cost of the plumber visit will be passed on to the chapter at large.
Common Area Damages & Cleanliness	Damage to carpet, rugs, or walls in shared areas	\$100-\$300	Based on extent of repair
Common Area Damages & Cleanliness	All food and beverage garbage must be disposed of properly, to include items consumed in the dining room and informal room of the chapter. Members are responsible for picking up their personal trash following meals and use of the informal room.	\$25- \$50 per incident, Doubled each incident thereafter	Encourages personal responsibility and accountability
Common Area Damages & Cleanliness	Food and beverages are not to be consumed in the formal space of the chapter house.	\$50 first incident, \$100 and doubled each incident thereafter	Encourages personal responsibility and accountability
Common Area Damages & Cleanliness	Unreported damage (over 24 hours)	\$75	Encourages transparency and shared accountability
Safety Equipment & Security Violations	Member loss of entry key card or fob.	\$25 first loss, \$50 second loss and doubled each incident thereafter	Encourages personal responsibility and accountability to membership
Safety Equipment & Security Violations	Member violation of sharing key card or fob with any non-member, friend or family.	\$100 first violation, Doubled each incident thereafter	Encourages personal responsibility and accountability to membership
Safety Equipment & Security Violations	Tampering with fire extinguishers, alarms, or exit signs	\$250-\$500	**Severe violation** – reportable
Safety Equipment & Security Violations	Unauthorized removal of AC units	\$100	Must be handled by chapter-approved handyman
Safety Equipment & Security Violations	Unauthorized installation of AC units	\$100	Plus repair costs to walls/windows if applicable
Safety Equipment & Security Violations	Unauthorized installation/removal of TVs or monitors	\$100	Must be done by handyman
Safety Equipment & Security Violations	Blocking or covering emergency exits or signage	\$200	Immediate correction required
Unauthorized Modifications to Rooms	Unapproved installation of racks, lofts, platforms, shelving, etc.	\$250	Plus cost of damage or removal
Unauthorized Modifications to Rooms	Unauthorized wall coverings	\$100-\$300	Includes adhesive damage. <b>Command strips are allowed.</b> No duck tape, nails, staples, etc.
Unauthorized Modifications to Rooms	Electrical modifications (cords, wiring, track lighting, etc.)	\$250	Fire hazard – may be removed immediately
Unauthorized Modifications to Rooms	Removal or relocation of chapter property (furniture, fixtures)	\$250 - \$500	Per item – may result in replacement fees. No furniture located within the chapter house may be removed or relocated either within the chapter house or outside of the chapter house
Prohibited Items & Fire Code Violations	Use or possession of space heaters	\$100	Immediate removal required
Prohibited Items & Fire Code Violations	In-room cooking appliances (toasters, toaster ovens, hot plates, etc.)	\$100 per item	Fire hazard
Prohibited Items & Fire Code Violations	Open flames (candles, incense, matches, lighters)	\$250	**Serious fire code violation**
Prohibited Items & Fire Code Violations	Use of spray paint, fog machines, bubble machines,, or flammable materials	\$200	Damages assessed separately if applicable
Prohibited Items & Fire Code Violations	Unauthorized animals or reptiles	\$250	Plus cleaning/damage fees