



**International
House**

International House Guest Policy

Only International House Members are permitted beyond the Claremont Reception lobby/Riverside Reception lobby. All visitors must be signed in as either a day or overnight guest and must always be accompanied by an I-House Resident Member.

Hosts are responsible for the actions of their guest(s) at all times. The definition of a host shall not be limited solely to the individual who signed the guest in but may also include other Resident Members who the guest has come to visit, or those individuals accompanying the guest at the time of any violation. Guest must always be with a Resident Member when not within their respective Resident Member's room.

Day Guests

- Resident Members are permitted two (2) Day Guests at a time.
- Day Guests can only be signed in between 7:30 am to 3:00 am.
- All Resident Member's guests must leave a photo ID card with the Desk Attendant, retrievable upon departure.

Overnight Guests

- Resident Members are permitted to host an overnight guest, provided there is no interference with other I-House Resident Members, and that the visit is consistent with the terms of this policy.
- To host an Overnight Guest, Resident Members must check-in with the Attendant at the Claremont Desk to issue an overnight pass. All Residents Members may have one (1) Overnight Guest at a time without prior approval. Second guests must be approved by Public Safety prior to their arrival and are charged \$30 per night from the beginning of their stay. Requests should be sent to publicsafety@ihouse-nyc.org.
- If sharing a suite, a Resident Member host must check with their suitemate(s) for approval before inviting a guest to the suite. If the suitemate(s) do not approve, the guest cannot stay in the room.
- Resident Members may not accept any payment, service, barter or other remuneration from a guest in exchange for the guest's ability to stay in a room or suite. I-House considers any such payment to be a violation of the Code of Conduct.
- Guests must be accommodated in their host's room and are not allowed to sleep in floor lounges or other public spaces.
- Each Resident Member is allowed six (6) free overnight guest nights per month.
- If a guest of I-House exceeds 6 nights within any month, they will be charged \$30 a night for each overnight stay within that same month. Unused Free nights do not roll over to the next month.
- No guest may stay for longer than twenty-one (21) consecutive nights at I-House, even if they are a guest of different Resident Members during that period.
- All Overnight Guests will receive a pass, which will cover 2 nights at a time so they can avoid having to sign in on the second night. For example, if a Resident Member has a guest staying for 5 nights, they will need to sign in their guest on the 1st day, again on the 3rd day and again on the 5th day.
- If it is decided that an Overnight Guest will be staying for an additional amount of time, please contact the House Manager on Duty immediately for permission.
- Overnight Passes expire at **11:00 a.m.** the morning after the date written on the pass.

Between the hours of 3:00 a.m. to 7:30 a.m. all guests signed in are Overnight Guests.

Any Day Guest ID left behind after 3:00 a.m. will be considered an Overnight Guest of the Resident who signed them in. It is the responsibility of the Resident to make sure their guest collects their ID at the end of their stay.

Policy for COVID Protection and Safety.

All Day and Overnight Guests must be fully vaccinated and have completed their second shot at least 14 days prior to their stay; they must show proof by presenting their vaccination card upon check in. **No exceptions whatsoever will be made if proof of vaccination cannot be provided and validated by I-House staff.**

Minor Guests

Guests under the age of 18 are allowed at I-House with their parent or guardian or if their parent or guardian completes the [Minor Guest Registration Form](#) prior to their visit to I-House.

Minor guests must not be left unattended while at I-House and line of sight supervision by the parent, guardian, or I-House host is required at all times for minors under the age of 16.

The parent, guardian, or I-House host must assure the Minor Guest is not disruptive to others.

Minor Guests must follow all I-House **Community Standards** while at I-House.

Minors are not allowed in the Pub.

Minor Guests are not permitted at I-House events without prior approval from the Office of Programs and Resident Life. The Office of Programs and Resident Life may issue approvals for portions of events and may issue blanket approvals for all Minor Guests at its discretion. If an approved Minor Guest becomes disruptive during an event, the Office of Programs and Resident Life may require the Minor Guest and the I-House host to leave.

Minors who are overnight guests must comply with all other rules regarding overnight guests and must be supervised by their parent, guardian, or I-House host at all times.