

Event Approval Form

Club Sponsoring Event: _____

Clubs Advisor Name: _____

Phone Number _____

DESCRIPTION OF EVENT

Title of Event: _____

Event Date: _____ Event Time: _____ Location: _____

How Many people do you expect to be in attendance: _____

Event Needs: _____

Detailed Description of Event:

Will admission be charged? _____

If yes, how much? _____

APPROVED _____

DATE: _____

Director of Student Activities