

Please fill out the following information. One form per event, please.

	Contact Person
	Email Address
Sponsoring	Organization(s)

Location(s) of Event

Name of Event

Date(s) of Event

Description of Event

How will you use money and/or goods collected from this event?

I understand that I may not publicize this event until I receive approval.

Submit completed form to stu-life@ashland.edu or Hawkins Conard Student Center, Room 230 at least 2 weeks in advance of your event. You will be notified by email once your form has been reviewed.

For Student Life Use Only:	Comments:
Approved	

Denied

Date: