



STUDENT ORGANIZATION UNIFORM

(Request for events, fundraising, CoCuLO activities)

Student Organization: _____

Event: _____

Date(s) of Event: _____ Location: _____

Address: _____

Time of Event: _____ Estimated hours that will be spent at event: _____

Brief description of event/activity* (e.g. health fair/blood pressure screenings; fundraising; nursing home/ brown bag event):

*NOTE: If this event is not fulfilling a co-curricular learning outcome, a proposal must be attached describing this event in detail.

Nature of Activity (Check all that apply):

- Professional Meeting
- Fundraising
- Social
- Community Service Event
- Legislation
- Other: _____

Event Information

	Name/Title	Contact Info (email and phone number)
Local/State/National Organization		
Other Schools/Organizations involved in event		
Preceptor(s) For event approval, a preceptor must be identified if health screenings are being conducted		

Is this event/activity open to all students?

- No
- Yes

Budget/Funding Requested:

*NOTE: If yes, an itemized estimate of costs must be attached and signed-off by organization advisor.

- No
- Yes

Marketing/Advertising/Educational Materials* (Check all that apply):

*NOTE: All promotional and/or educational material must be attached and approved by organization advisor and Office of Student Affairs.

- None
- Main Lobby Monitor
- Original Materials Posted Within the College
- Use of CNUCOP Logo Requested
- Original Materials Posted Outside College

Supplies Requested:

*NOTE: If yes, please complete the table below and specify the item requested, quantity, and size of items needed, if applicable (ex: band aids, #200, medium).

- No
- Yes

Item Requested	Quantity	Size

