

## STUDENT ACTIVITY REQUEST

This form must be completed and turned in to the Student Activities Office for approval at least two (2) weeks prior to any activity sponsored by a student organization. If a college facility other than SSC134 or 135 is to be used, a Midland College Room Reservation Form must be submitted to Irma Moreno.

NAME OF SPONSORING ORGANIZATION: \_\_\_\_\_

ACTIVITY: \_\_\_\_\_

TYPE OF ACTIVITY:  SOCIAL  EDUCATION  COMMUNITY  FUND RAISER  OTHER

NOTE: Before funds are solicited, club advisors and officers must attend Risk Management Training.

DATE OF ACTIVITY: \_\_\_\_\_ HOURS: \_\_\_\_\_

LOCATION: \_\_\_\_\_ OPEN TO PUBLIC: \_\_\_ YES \_\_\_ NO

PURPOSE: \_\_\_\_\_

IF FUND RAISER, PLEASE DESCRIBE ITEMS TO BE SOLD. \_\_\_\_\_

WHAT WILL MONEY BE USED FOR?

ARRANGEMENTS FOR CLEAN UP AFTER ACTIVITY:

SIGNATURES OF THREE MEMBERS

SIGNATURE(S) OF ADVISOR(S)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Check if you would like your event in the Student Life Newsletter. (Submissions must be received no later than the 15<sup>th</sup> of each month for the following month's newsletter.)

APPROVED

DISAPPROVED

\_\_\_\_\_  
STUDENT ACTIVITIES OFFICE

\_\_\_\_\_  
DATE