



Club Event Registration Form

Today's date: _____

Sponsoring club: _____

Event name: _____

Description:

Event date: _____

Day of week: _____

Time: _____

Location: _____

Student leader: _____

Phone: _____

Club advisor: _____

Phone: _____

Would you like assistance from a Student Leadership Council Event Planner?

yes

no

Materials/
marketing
assistance
needed?

*Please submit this form to the Clubs & Co-Curriculars Program Assistant
in the Student Life & Leadership Office at least two weeks before your scheduled event.
Questions? Call 541.917.4465.*