



Co-Sponsorship Request Form

(This form must be submitted at least 30 days prior to the date of the program.)

Student Organization Name: _____

Contact Person: _____

Phone: _____ E-mail address: _____

Name of Event: _____

Date of Event: _____ Time: _____ Location: _____

Please provide a brief description of the event.

Please list the purpose(s) and goal(s) of the event.

Please list the amount you are requesting and attach the budget for this event.

\$

Please list any addition co-sponsors for this event.

What is your plan for advertising?

****Please note that the Multicultural Center must be listed as a co-sponsor in all advertisement/publicity for this event. A copy of the flyer of any promotional materials must be submitted for approval.**

FOR OFFICE USE ONLY:

Date Received: _____

Approved?: **YES** or **NO**

Amount: _____

Approved By: _____

Date: _____