



Club Event Registration Form

Event date: _____ 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.*