

B-CU CAMPUS ACTIVITY PERMISSION FORM

Campus organizations, academic departments and individuals wishing to use university facilities and/or grounds for recreational/political events or to reserve rooms for meetings must have approval by college officials.

Organization _____ Type/Name of Program _____
Location _____ Date _____ Time _____
President _____ Advisor's Signature _____
e-mail address: _____ e-mail address: _____
Phone Number: _____ Phone Number: _____

- To assure approval, coverage of events, use of facilities and avoidance of scheduling conflicts, the following signatures will be required and applicable fees paid (security fees are to be at the cashier's office at least 48 hours prior to event).

- An event is not confirmed on the calendar until all the appropriate signatures are affixed and returned to the Office of Student Activities.

FOR ALL EVENTS (ADVISORS MUST BE PRESENT FOR MEETINGS/EVENTS TO PROCEED).

DIRECTOR OF STUDENT ACTIVITIES

DATE

ASST. VICE PRESIDENT FOR STUDENT AFFAIRS

DATE

COORDINATOR OF GREEK LIFE (if applicable)

DATE

DIRECTOR OF SECURITY *FEE: YES* _____ *NO* _____

DATE

MOORE GYMNASIUM (if applicable)

MR. ALVIN WYATT, JR.

DATE

HOLMES BUILDING (if applicable)

Ms. NANETT EPHRAIM

DATE

PERFORMING ARTS CENTER (if applicable)

MS. ANDREA ANDERSON

DATE

SCIENCE BUILDING (if applicable)

MRS. WENDA WILLIAMS

DATE

WILDCAT CENTER / CIVIC ENGAGEMENT CENTER (if applicable)

MS. LASHAN MALLORY / MS. JANICE WALTON

DATE