



**Club Day Reservation Form
Fall 2014**

**Thursday, October 2, 2014
10:00 am to 2:00 pm**

If you are interested in participating in Club Day, please complete the information below and return to Student Leadership and Development (SG226) no later than Monday, September 29, 2014. Each club will need a representative to be prepared at 12:00pm to give a brief (30 second) description of what their club is about, where/when the club meets, and any additional club related information.

Club Name: _____

Club Rep: _____ Advisor: _____

Rep Phone # or email: _____ Advisor Ext. _____

What do you plan to present? (E.g. brochures, demonstrations,
membership drive, etc _____

_____ Electricity (only if you absolutely need it. Not for
musical purposes. Also limits your location)

_____ Ice (limit - 1 ice chest/bucket per club)

* Your reservation will be confirmed via email or by phone on 9/1/2014.

Note: Cash advances are no longer granted to students. Please plan expenditures accordingly and submit club minutes authorizing all expenses, along with original receipts, with your requisition for reimbursement.

For more information, please contact Chris Torres at 916-558-2382