SPONSORING ORGANIZATION OR GROUP		
Student Contact	Name	
	Email	
Advisor Contact	Name	
	Email	
Advisor Signature		

EVENT DETAILS			
Date of Event		Name of Event	
Anticipated Attendance		Location of Event	
Is event is open to the general public?		Will media will be present?	
Will alcohol be available at the event?		Payee is a current NU Student	

	OFFICE USE ONLY
DATE	COMMENTS