

FRATERNITY & SORORITY SOCIAL EVENT NOTIFICATION FORM OFF-CAMPUS

This form is to be used for off-campus mid-week functions. Please complete this form and bring it to the Charles & Cappy Whiteside Greek Life Leadership Center, Walton Hall 101, no later than **fourteen (14) business days prior to the event**. Forms turned in fewer than fourteen (14) business days will be denied.

THEME OF FUNCTION: _____

CHAPTER FILLING OUT FORM: _____

CHAPTERS ATTENDING: _____
(List all chapters attending)

DATE/DAY OF FUNCTION: _____

TIME OF FUNCTION: _____
(Beginning & Ending)

LOCATION OF FUNCTION: _____

PERSON FILLING OUT FORM: _____

TELEPHONE NUMBER: _____

EMAIL ADDRESS: _____

PERSON RESPONSIBLE AT
FUNCTION: _____

TELEPHONE NUMBER: _____

NAME OF ADVISOR TO BE
PRESENT: _____

SIGNATURE OF ADVISOR TO
BE PRESENT _____

PHONE NUMBER OF ADVISOR
TO BE PRESENT _____

EMAIL ADDRESS OF ADVISOR
TO BE PRESENT _____

***Notification of mid-week functions is necessary to insure Greek organizations are in compliance with the Greek Academic Standards & IFC/Panhellenic/NPHC/UGC Social Guidelines.