



No space available based on request given.

THIS FORM MUST BE SUBMITTED AT LEAST 10 BUSINESS DAYS PRIOR TO EVENT

This form is for all student events EXCEPT bake sales, tables, and general meetings.

Date Request Submitted: 2/14/11

Date of Event: 3/24/11 S M T W (TH) F S A Alternate Date(s): 3/25/11 / / / /

Start Time: 7:30 am (pm) End Time: 10:30 am (pm) Event Title: Bill Ayers on Education and the New Activism

Requesting Organization: SDS Students for a Democratic Society Co-Sponsoring Organization: _____

Class: I II III (IV) V or Non-SGA Organization Org's Email: MontclairStateSDS@gmail.com

Event Coordinator: Lisa Grab Cell Phone: 570-351-3025

Detailed Description of Event (Please note the description will be included on the web events calendar. Failure to provide DETAILED event description will result in delay of processing your request.):

Special Guest- Bill Ayers speaks about the "New Activism" and education's role in achieving social change. The talk will be followed with a potluck with SDS and Bill Ayers, so bring a plate of food to share!

Number of Anticipated Attendees: 50 Desired Location/Building: Ratt Room: Side room

Alternate Location(s) SC Dining Hall
SC Ballroom A or Dickson 179

Organization's President Event Approval Signature: Lisa Grab

Set-up Needed Conference Style Theater Style Tables & Chairs Other _____

Equipment Needed (Computer and projector requests must go through your faculty advisor)
Mic # _____ Karaoke Machine _____ Screen _____ Extension Cord _____ Podium _____ TV/VCR/DVD _____ Other _____

Please note you will be contacted if a police form is required for your event. Failure to complete this form can result in your event being cancelled.

For Office Use Only

Class V Advisor Approval _____

CSI Approval [Signature] 01/14/11

Director of SC Programs Approval [Signature] 2/21/11

Rec Center or Res Ed Approval: _____

Registrar (classrooms) Contacted _____ Confirmed _____

Pending Date	<u>[Signature]</u>	Confirmed Date	<u>[Signature]</u>
Reason event was not approved:	_____		
Confirmed Event Date	<u>3/24</u>	Confirmed Loc	<u>Ratt</u>

3/8

3/24

UN 2010

Turn Over for Set Up Form