

EVENT SUMMARY FORM

Name of Organization: _____

Name of the Event: _____

Nature of the Event: _____ Date of the Event: _____

Total SGA funds allocated for the Event: _____

Attendance: _____

Specifics of the event: i.e. food, DJ, prizes, etc.

In retrospect, is there anything that you would do differently involving the event? If yes, please explain why.

Comment briefly on the interest level and/or participation of students at the event.

Comments:

Name (print) _____

Signature _____ Date _____