
Formstack Submission For: Union Event Management Reservation Form

Submitted at 11/15/21 12:21 PM

Organization or Department Name::	LSU Panhellenic
Organization or Department Type::	Registered Student Organization
Event Organizer's Name:	Whitney Landry
Event Organizer's Email:	lsuphcrecruitment@gmail.com
Event Organizer's Phone:	(985) 859-2967
Advisor Name::	Beth Newell
Advisor Email:	enewel4@lsu.edu
Preferred Payment Method::	Check
Event Name: :	Spring Recruitment Information Session
Event Start Date & Time:	Jan 20, 2022 04:30 PM
Event End Date & Time:	Jan 20, 2022 06:30 PM
Anticipated Attendance::	100
Is this a reoccurring event?:	No

Type of Event:	Meeting
Event Audience (Check all that apply):	Organization or Department Members Only Other: Potential Members
Other Event Details (check all that apply):	Other: This event will simply be a presentation by Panhellenic followed by a Q & A
Description of Event::	This will be an information session for women interested in participating in Panhellenic Spring Recruitment.

Multipurpose Rooms:	Atchafalaya - 339 (Up to 100)
Atchafalaya Set Up::	Lecture (chairs only)
Atchafalaya AV (check all that apply)::	Access to dedicated AV equipment Podium with Microphone
Please note any additional comments regarding your reservation::	If the Atchafalaya room is not available, our second choice would be the Magnolia room.
I authorize that all information provided on this form, including any and all personal and financial data, may be shared with LSU Auxiliary Services to process the service request(s). This data will be retained indefinitely.:	Confirm