

**Event Application Form**

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| --- | --- |
| Name of club/society/association: | |
|  | |
| Event Organiser | |
| Name: | |
| Phone Number: | |
| Email: | |
| Event Name | |
| Event: | |
| Date(s): | Time: |
| Location: | |
| Theme: | |
| Event Purpose: | |
|  | |
| Event Budget | |
| |  |  |  | | --- | --- | --- | |  | Credit | Debit | | Room Hire |  |  | | Food and drink |  |  | | Extra expenses (photographer etc) |  |  | | SOLD OUT ticket price |  |  | | Expected profit or loss |  | |   **I declare my statements in this document to be a truthful representation of the planned event undertaken by an affiliated club of the Student Association.** | |
| Signatures: | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Event Organiser | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Student Association Clubs Director |
| Date: | |
| \_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_ | |

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