Contact information organizing party

|  |  |
| --- | --- |
| Name(s) of responsible party\*: |  |
| Society/societies: |  |
| Email address: |  |
| Phone number: |  |

Details event

|  |  |
| --- | --- |
| Description of event: |  |
| Exact time and date of event: |  |
| Exact location of event: | C19 / C20 / Mensa / Study Lounge / Sky Room / Downstairs / Library / Blue Room |
| Number of attendees (estimation): |  |
| Needed from Elliott: |  |

\*I hereby declare to uphold CHEF’s house rules and to be responsible for the use of space in Elliott. This also entails leaving the used space in exact state as found and clean.

To fill in by Elliott board member

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| Name responsible: |  |
| Phone number (for emergencies): |  |
| In building during event: |  |