

EVENT NAME: _____

DATE: _____ **TIME:** _____

LOCATION: _____

REGISTRATION: YES / NO

-IF YES, HOW: _____

-REG. CUT OFF DATE: _____

PARTICIPATION FEE: YES / NO

-IF YES, HOW MUCH: _____

-HOW CAN IT BE PAID: _____

-FEE DUE DATE: _____

EVENT DESCRIPTION: _____

ADVERTISING NOTES(IF ANY): _____

ADDITIONAL NOTES: _____

GROUP SPONSORING: _____

CONTACT PERSON: _____

-CONTACT INFO: _____