

UNITE EVENT REQUEST



REQUESTING UNIT:

UNITE POC:

EMAIL:

EVENT INFORMATION

DATE OF EVENT:

EVENT LOCATION:

PROJECTED START TIME:

END TIME:

PLANNED NUMBER OF PARTICIPANTS:

PROJECTED FEES TO BE PAID BY PARTICIPANTS:

DETAILED EVENT DESCRIPTION:

EXPLAIN THE COHESIVE ACTIVITIES BEING PLANNED

APF (ACTIVITY) FUNDING BREAKDOWN (\$15.00/PP):

YOU MUST BREAK DOWN EVERY EXPENSE - DO NOT LUMP ACTIVITIES/EXPENSES TOGETHER

NAF (FOOD/BEVERAGE) FUNDING BREAKDOWN (\$5.00/PP):

YOU MUST BREAK DOWN EVERY EXPENSE - DO NOT LUMP EXPENSES TOGETHER

COMMUNITY COHESION COORDINATOR (C3)

SIGNATURE:

COMMANDER/DESIGNEE SIGNATURE:

