



Event Services

221 Squires Student Center

540.231.5005

campuscommons@vt.edu

Reservation# <i>(office use only):</i>	
Form Accepted By <i>(office use only):</i>	
Date Received <i>(office use only):</i>	
Event Services Advisor <i>(office use only):</i>	

Last Updated: 07/2019 SS

Campus Signage Request Form

Event Title: _____ **Dates Requested:** _____

Sponsoring Org/Department Requesting: _____

If you are sponsoring a non-university group, enter their name: _____

Authorized Contact: _____

Phone: _____ **E-mail:** _____

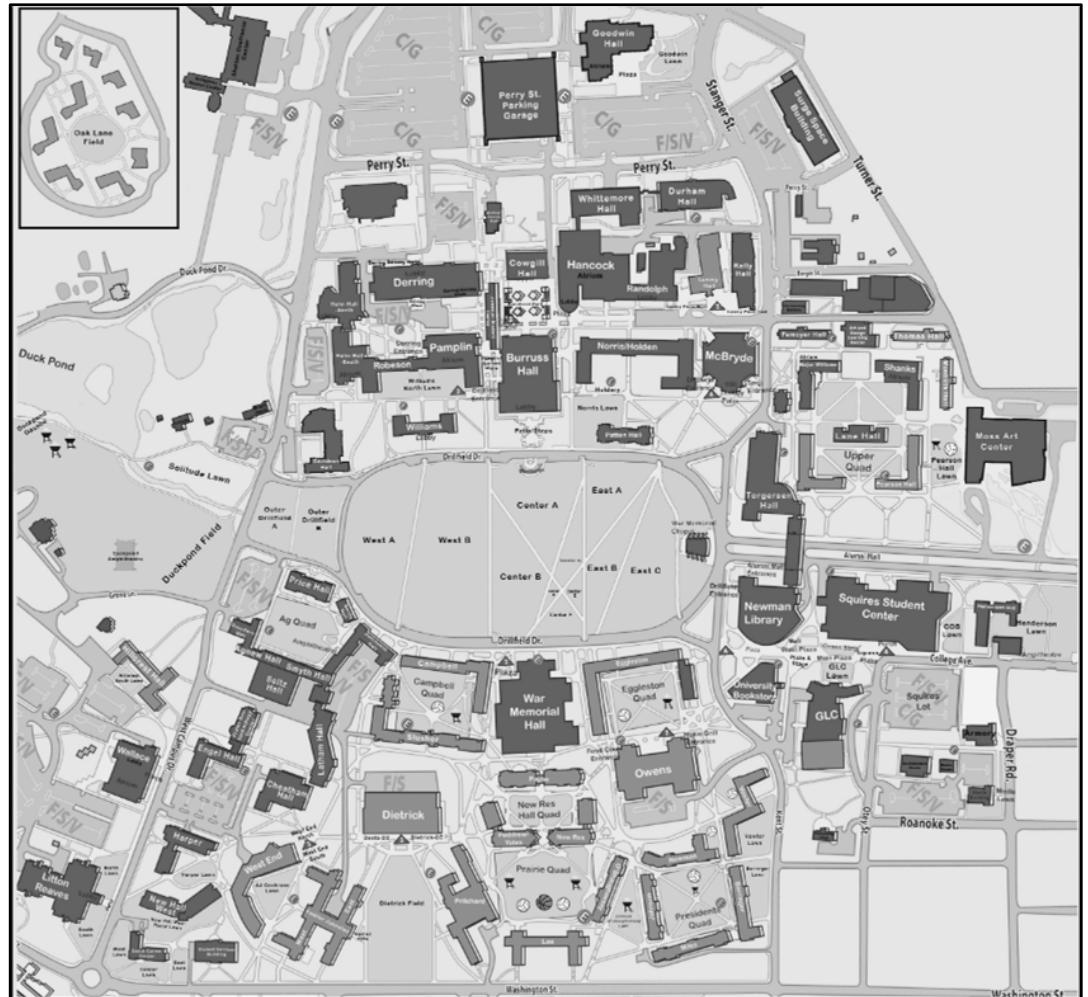
Type of Signage?

- H-Frame/Yard Sale
- Flag
- Other: _____

Please mark an "X" in each location where you want a sign



Or list the locations below ↓:



By submitting this form, I am indicating that I have read and I understand this document. I agree to adhere to the Public Space Guidelines as well as all applicable Event Services, Student Engagement and Campus Life, and University Policies and State Laws. My Student Organization or Department's failure to do so may result in the loss of event approval, ability to make future reservations, and/or further sanctions. I agree to pay all charges associated with this event.

Signature of Authorized Contact: _____ **Date:** _____