



## Application Reservation Form

### Type of Reservation:

- Information Table
- Literature Distribution
- Petition Circulation
- Rally/Demonstration
- Sound Amplification Request
- Solicitation of charitable donations (only permitted for registered student organizations)
- Open Public Forum (Grounds and Facility Use Policy, [Appendix A-Definitions](#))
- Limited Public Forum (Grounds and Facility Use Policy, [Appendix A-Definitions](#))

Today's Date: \_\_\_\_\_

Your Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Organization or Department: \_\_\_\_\_

Date(s) of Event(s): \_\_\_\_\_

Times(s): \_\_\_\_\_

Location(s): \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_

Person Responsible at Location: \_\_\_\_\_

Phone: \_\_\_\_\_

**I have read and understand the published GVSU Grounds and Facility Use Policy and accept responsibility to follow the rules and regulations therein.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

### OFFICE USE ONLY

Date Received: _____	Date Request Reviewed: _____	Approved: Yes <input type="checkbox"/> No <input type="checkbox"/>
Event Services Staff Authorization: _____		
Status/Comments _____		