



## SRC Table Request Form

**Please submit your request to Amy Seth, Director of University Recreation. All table requests must be submitted at least one week in advance of the date requested.**

**University Recreation reserves the right to limit the number of display tables per month.**

### Contact Information:

Name: \_\_\_\_\_ Phone#: \_\_\_\_\_ Email: \_\_\_\_\_

Date and day of request: \_\_\_\_\_ Time period: \_\_\_\_\_

Are you an RSO? Yes \_\_\_\_\_ No \_\_\_\_\_ Will you need electrical power? Yes \_\_\_\_\_ No \_\_\_\_\_

Number of tables needed: \_\_\_\_\_ Number of chairs needed: \_\_\_\_\_

### Please check the location you would like your table set up:

\_\_\_\_\_ 3<sup>rd</sup> floor in front of the computer lab \_\_\_\_\_ 2<sup>nd</sup> floor service desk/lobby \_\_\_\_\_ 1<sup>st</sup> floor in front of the aerobics room

**Please write a brief description of what types of activities you have planned.**

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**Please write a brief description of how your table creates a healthy environment.**

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Date Request Received: \_\_\_\_\_

Tables & Area Available: Yes \_\_\_\_\_ No \_\_\_\_\_

UR Director Signature: \_\_\_\_\_

Comments:

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