



Student Activities – Greek Life
Event Registration Form

Office Use Only:
ID Verification: \_\_\_\_\_
Guest List: \_\_\_\_\_
Invitation: \_\_\_\_\_
RM File Date: \_\_\_\_\_

This form is to be filled out completely and submitted along with a copy of the guest list and invitation five days prior to the event for approval. Please submit these articles to the Greek Advisors, or IFC/NPC Risk Management Directors. The event must adhere to your National/International or FIPG Inc. Risk Management Policy. In addition, all Greek Life, IFC, NPC, Local, State, and Federal laws and policies must be observed accordingly. Any deviations from the information recorded and submitted on this copy are the responsibility of the submitting chapters. Non-compliance to any of the laws/policies of the organizations listed above will result in action taken by the Dean of Students, Greek Life Office or the respective judicial boards. Note: You must present a UNC ID to submit this form.

(Please print legibly or type)

Sponsoring Chapter(s): \_\_\_\_\_

Submitting Member Name: \_\_\_\_\_ Bear ID Number: \_\_\_\_\_

Member's Executive Office: \_\_\_\_\_

Nature of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Time of Event: Beginning \_\_\_\_\_ a.m./p.m.--End \_\_\_\_\_ a.m./p.m.

Place Where Event Will Be Held:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Alcohol Available: \_\_\_\_\_(check here) No Alcohol Available: \_\_\_\_\_(check here)

Circle One: 3rd Party Vendor BYOB

Alternative Food and Beverage Served (please list): \_\_\_\_\_

Mode of Transportation (example: Designated Driver(s) or Chartered Bus): \_\_\_\_\_

Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Chapter President Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Additional Chapter Presidents)

Chapter: \_\_\_\_\_ President: \_\_\_\_\_ Date: \_\_\_\_\_

Chapter: \_\_\_\_\_ President: \_\_\_\_\_ Date: \_\_\_\_\_

Chapter: \_\_\_\_\_ President: \_\_\_\_\_ Date: \_\_\_\_\_

Names and phone numbers of specific chapter officers to contact appropriate authorities in the event of an emergency or unforeseen incident:

- 1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Signature of Approval: \_\_\_\_\_ Date: \_\_\_\_\_