## EVENT REQUEST FOR PNW USTORE

## Must be submitted 3 weeks before desired date that uStore link will be posted on the web

**Date:**

Cori Warnock

**Name**

219-785-5424

**Phone**

cwarnock@pnw.edu

**Email**

**Name of Event:**

**Date of Event:**

[Type a quote from the document or the summary of an interesting point. You can position the text box anywhere in the document. Use the Text Box Tools tab to change the formatting of the pull quote text box.]

**Dates to be posted on web:**

**Purpose and Business need of Event:**

**Fund: Cost Center/RIO: General Ledger No:**

**Pricing:**

**# of admissions/tickets/items:**

**Is an approved rate request for this activity on file? Yes: No:**

***(Attach Form 36 – required for all events*)**

**Anticipated Annual Visa/MC/DISCOVER Sales Volume $**

**Average Amount of Sale $:**

**Senior Account Approval:**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*For the Use of Business Services and Comptroller Only\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

Date Request Received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Posted to web: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_