



ANTHONY POLICE DEPARTMENT Event REQUEST FORM



REQUESTS MUST BE SUBMITTED A MINIMUM OF **TWO WEEKS** PRIOR TO YOUR EVENT

Date Request Submitted _____

EVENT NAME: _____
(Name to be listed on Public Calendars)

Requestor's Name: _____ Email: _____ Phone: _____

Event Coordinator's Name: _____ Email: _____ Phone: _____ (or Second Contact's Name)

Department /Organization: _____ Additional Dept. / Org. Co-Sponsor(s): _____

Type of Event: _____

EVENT DATE	ACTUAL TIME OF EVENT	Tables provided?	ANTICIPATED ATTENDANCE	EVENT LOCATION

<p>Will this event generate media coverage? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Event Admission: <input type="checkbox"/> Free <input type="checkbox"/> Charge: Amount \$ _____</p>	<p>EVENT TYPE: <input type="checkbox"/> Presentation <input type="checkbox"/> Panel</p> <p>(<input checked="" type="checkbox"/> all that apply) <input type="checkbox"/> Lecture <input type="checkbox"/> School</p> <p><input type="checkbox"/> Other _____</p>
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DEPARTMENT COMMUNITY OUTREACH EQUIPMENT AND VEHICLES ARE AVAILABLE
LIMIT OF 2 CAN BE SELECTED

___ DIESEL (TRANSFORMER EDITION) ___ HUMVEE ___ HUMMER (PATRIOTIC)

___ CAMARO (COMING SOON) ___ CAN-AM (ATV) ___ MARKED UNIT

___ MASCOT (RED E. FOX/EDDIE EAGLE) CIRCLE ONE ___ Police Escort ___ POLICE EXPLORERS

BY SIGNING BELOW:

- You indicate that you understand that our primary mission is an academic one, and there is a slight possibility that reschedule of non-academic events will be required. **All requests should be considered TENTATIVE until confirmation is RECEIVED.**
- You indicate that you will make all necessary arrangements with Facilities, A/V, and Public Safety for the set-up of your event.

SIGNATURE: _____ TITLE: _____ DATE: _____

Community Relations Officer: _____

Approved by the Chief of Police _____