



AUXILIARY SERVICES

P32A- ATHLETIC FACILITIES
REQUEST TO SCHEDULE THEATRE ACTIVITY, FACILITY, SERVICE

Complete and return to roomreservations@asurams.edu. If additional information is needed, call or visit the Events Scheduling Coordinator at Albany State University, 2400 Gillionville Road, Albany, GA 31707; Office C -110 in the Student Center; (229) 500-2885.

All Athletic Facility Requests are subject to approval by the ASU Athletics Department.

GENERAL INFORMATION

Full Name: Organization:

Address:

Phone: Email:

EVENT INFORMATION

Title of Event:

Event Date(s): Start Time: End Time:

Setup Date: Start Time: End Time:

Event Type: Game/Meet/Match Tournament Banquet Camp Conference/Meeting Other

Estimated Attendance: Participant Fee(s):

Will Minors Attend: Admission Fee(s):

Space Requirements: West Arena HPER Gym Softball Field Baseball Field Soccer Field Tennis Courts/Pavilion Pool Recreation Gym Disc Golf Course Aerobics/Dance Studio 5K Course Intramural Field Inside Walking Track Classroom President's Club Concessions Other:

Setup Needs:

Technical Needs: Sound System Microphone Podium Laptop Screen & Projector A/V Recording

Catering & Concession Needs:

All personal data and special categories of sensitive personal data collected or processed by Albany State University (ASU) must comply with the ASU Cybersecurity Program Plan, as authorized by the Board of Regents Policy Manual Section 10.4 Cybersecurity: https://www.usg.edu/policies. Anyone suspecting his or her sensitive personal data has been exposed to unauthorized access, report your suspicion to LegalAffairs@asurams.edu. Otherwise, questions concerning GDPR can be forwarded to LegalAffairs@asurams.edu. By signing your name in the box/line below and submission of this form/application provides consent to and acknowledgment of the ASU Data Security and Privacy Policy.