Cosponsor with the Women’s Center!

Fall 2017

Name: _______________________________ Date: __________________

Student Organization (if applicable): ________________________________

Phone: ___________________________ Email: _______________________

Briefly describe the event you are interested in cosponsoring. Include name (if possible), target audience (gender, age, major, etc.), and what you hope to achieve:

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

Preferred date and time: ________________________________

Do you have a room/location reservation?: _________________________

Plan B (backup date, time, location in the event of rain or emergencies):

_________________________________________________________________

Have you contacted/secured any other cosponsors? ____________________

_________________________________________________________________

How do you plan to use social media for this event? ____________________

_________________________________________________________________

Do you need flyers and/or other promotional materials designed? Describe.

_________________________________________________________________

_________________________________________________________________

How are you going to promote this event? (Includes printing and distributing posters/flyers, Axis TV slides, social media, other engagement.)

_________________________________________________________________

_________________________________________________________________