

# DEMONSTRATION - VIGIL REQUEST FORM

Students, student organizations, faculty, and staff at Hendrix College are free to examine and discuss all questions of interest to them and to express opinions publicly and privately. They should always be free to support causes by orderly means that do not disrupt the regular and essential operation of the College or community. In order to appropriately accommodate and assist organizers in their proposed event, we ask that this form is submitted at least 48 hours before the proposed event to either the Office of Student Affairs or the Department of Public Safety.

<b>Name of Event:</b>			
<b>Speaker for the Event:</b>			
<b>Name of Sponsor (Group or Organization) of Event:</b>			
<b>Name and contact information of Organizer (Person in Charge) of Event</b>	NAME: ADDRESS: PHONE: EMAIL:		
<b>Proposed Date of Event:</b>			
<b>Proposed Time of Event:</b>			
<b>Is the event intended to be primarily for the campus community?</b>			
<b>Circle how many people you expect to attend (Estimated Range)?</b>	Less than 50	50-150	More than 150
<b>Would you like to have or do you perceive the need to have Public Safety present ?</b>  <i>Note: If additional safety/police personnel are required; cost will be the responsibility of the organizer.</i>			
I understand that I am the organizer of this event, and I am responsible for taking steps to ensure the safety of the participants and to make sure event space is returned to the pre-event condition.			
Signature	Date		