

CLUB SPORT EVENT REQUEST FORM

Club Sport teams that would like to submit an event reservation request for Campus Recreation facilities should complete the following form and email it to Chris Cox, Associate Director of Sport Programs at ccox3@clemsn.edu. Event reservations should be submitted 30 days in advance of the event for priority scheduling. Requests submitted less than 30 days in advance will be considered, but may not be accommodated. Requests submitted less than 10 days in advance will not be considered.

This form is solely to request event space, and does not guarantee a reservation. The person submitting the form will be contacted with details related to their request.

Name of Club Sport:

Name of Person Completing Form:

Email of Person Completing Form:

Date(s) of Event:

Name of Event:

Preferred Location of Event:

How Many Fields/Courts are Needed?

Estimated Number of Attendees:

Event Setup Time(s) (time you would access the space):

Event Start Time(s) (time games begin):

Event End Time(s) (time that games end):

Would You Like to Request an Athletic Trainer?

Would You Like to Request to Paint Lines?

I understand that this is only a request for space to host an event, and that it does not guarantee that the space(s) will be available or provided. Written notification will be sent to the email listed above.

I agree that members of the Club Sport listed above will abide by the Clemson University Student Code of Conduct and all Campus Recreation department policies/procedures during this event. I understand that any members found in violation of University policy during this event will be subject to disciplinary action, and the entire club could also be subject to disciplinary action as well.

