

Return to: Sylvia Parker at 202 Peabody Hall or FAX to 392-5566

Return to: Office of the Vice President for Finance and Administration At 204 Tigert Hall or FAX to 392-6278

Please Print

Name of Organization \_\_\_\_\_

Office of Student Activities (OSA) Permit Request Number: (only for registered-student organization events) \_\_\_\_\_

Person Completing Form \_\_\_\_\_ Phone \_\_\_\_\_

E-Mail Address \_\_\_\_\_ Anticipated Number in Attendance \_\_\_\_\_

Name of Event \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Approved Location

- Baughman Center
Ben Hill Griffin Stadium: Bull Gator Level
Ben Hill Griffin Stadium: Champion Club Lounge
Ben Hill Griffin Stadium: Gatpr Room
Ben Hill Griffin Stadium: Press Box Lounge
Ben Hill Griffin Stadium: Sky Boxes
Ben Hill Griffin Stadium: Level 6 Suites
Ben Hill Griffin Stadium: Level 7 suites
Ben Hill Griffin Stadium: Touchdown Terrace
Bruton-Greer Hall
Curtis M. Phillips Center for the Performing Arts
Emerson Alumni Hall
Florida Museum of Natural History
Founders Gallery, J. Hillis Miller Health Center
Fraternity & Sorority (public meeting areas)
Friends of Music Room in University Auditorium
Housing:
J. Wayne Reitz Union
Keene Faculty Center in Dauer Hall
Samuel P. Harn Museum of Art
Smathers Library (East), Rare Books & Special Collections Section
TREEO Center
University Gallery
University Golf club
University Women's Club

Other Location (Describe)

\_\_\_\_\_
\*Must be approved by the Office of the Vice President for Finance and Administration

Is this event co-sponsored? Yes No If yes, list co-sponsor(s) \_\_\_\_\_

This event requires an entry (or participation) fee/contribution of \_\_\_\_\_ or \_\_\_\_\_ is free to everyone.

Describe your plan for checking IDs. \_\_\_\_\_

List the name(s) of the person (s) or vendor who will serve the alcohol. \_\_\_\_\_

Is this a licensed vendor? Yes No

Alternative Beverages \_\_\_\_\_

Food is being provided by \_\_\_\_\_

I understand that all University events at which alcoholic beverages will be served must comply with the University of Florida's Alcoholic Beverages Rule, Rule 6C1-2.019, F.A.C. http://www.generalcounsel.ufl.edu/rules2.htm and the University's Alcohol Policy http://www.ufsa.ufl.edu/ovp/alcohol/policies/policy.html The following are aware of and have approved this event:

Dept. Coordinator or Organization President \_\_\_\_\_ Date \_\_\_\_\_
(printed name and signature)

Department Chair/ Organization Faculty Advisor \_\_\_\_\_ Date \_\_\_\_\_
(printed name and signature)

APPROVED APPROVED PENDING APPROVAL OF LOCATION DENIED DATE
(Only needed for UF Student-Attended Events) Dean of Students

APPROVED APPROVED PENDING APPROVAL OF LOCATION DENIED DATE
(Only needed for Non-student UF Events) Office of the Vice President for Finance and Administration

\*LOCATION APPROVED BY THE OFFICE OF THE VICE PRESIDENT FOR FINANCE AND ADMINISTRATION DATE