

Appendix B

Event Information

Event Name _____

Date _____ Time _____

Location (please include building & Rooms) _____

Coordinator Information

Name _____

Phone _____

Email _____

Attendees

Name _____

Phone _____ Alt Phone _____

Email _____

Name _____

Phone _____ Alt Phone _____

Email _____

Name _____

Phone _____ Alt Phone _____

Email _____

Name _____

Phone _____ Alt Phone _____

Email _____

Name

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