

# Membership Activity Form

Organization Name: \_\_\_\_\_ Date \_\_\_\_\_

Submitted by : \_\_\_\_\_

*This form is due at least 24 hours prior to the event taking place. If you are dealing with new members or potential new members in ANY way, you need to complete this form.*

Type of Activity: \_\_\_\_\_

Examples: Intake, Retreat, Initiation, Interest Session, Informational Meeting, Informal Recruitment

Chairperson for the event: \_\_\_\_\_

Contact # \_\_\_\_\_ Email address: \_\_\_\_\_

Date Activity will begin: \_\_\_\_\_ Date Activity will end: \_\_\_\_\_

Time Activity will begin: \_\_\_\_\_ Time Activity will end: \_\_\_\_\_

Location of Activity: \_\_\_\_\_

This event has been cancelled.                      Yes                      No Reminder: If you are wishing to reschedule an event, you must give two weeks notice before the event can take place. See the Membership Guidelines.
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Who will be in attendance?

Write a brief description of the activities taking place at the event.

Will a chapter advisor be present?                      Yes                      No

Is the chapter advisor aware of the activity?                      Yes                      No

Have all chapter members, attendees, and other parties involved been made aware of the University's Anti-Hazing Policy?                      Yes                      No

Chapter President's Signature \_\_\_\_\_ Date \_\_\_\_\_