

## Public Relations Request Form

Event Title: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Time of Event: \_\_\_\_\_

Sponsored by: \_\_\_\_\_

Contact Person (name and email):

\_\_\_\_\_

Is this event OSD approved?                      Yes    No    (circle one)

Sent info to be posted on the website?    Yes                      No (circle one)  
(email details to M D G H Q W U R P H W to be posted on the website) G X

Do flyers need to be created for this event?    Yes    No    (circle one)

Do flyers need to be distributed for this event? If so, how many copies need to be made and where would you like your flyers to be distributed? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\* If you have any questions regarding PR for an event please contact G H Q

7 U R P e W H U, PT Council Social, 5 M D G H Q W U R P H W H U # P D U T X H W