

Adelphi University Student Demonstration Reservation Form

Completed forms should be submitted by the sponsoring organization to the Office of the Dean of Student Affairs, **at least 24 business hours prior** to the proposed demonstration date. Forms and attachments (if any) may be submitted via hand-delivery to Nexus, Room 302 or by email to divisionofstudentaffairs@adelphi.edu.

ORGANIZER/LIAISON INFORMATION

Sponsoring Organization (if any): _____

Primary Organizer/Liaison Name: _____ ID#: _____

Email: _____

Cell Phone: _____

Additional Organizer/Liaison Name: _____ ID#: _____

(If applicable)

Email: _____

Cell Phone: _____

DEMONSTRATION INFORMATION

Requested Date: _____ Start Time: _____ End Time: _____

Proposed Location:

Swirbul Plaza (Primary) Flagpole Lawn Levermore Lawn UC Plaza

Other: _____

Alternative Location:

Swirbul Plaza (Primary) Flagpole Lawn Levermore Lawn UC Plaza

Other: _____

Expected number of participants: _____

Description of Demonstration: _____

Diagram of Demonstration Setup (Provide attachment if necessary):

Are non-Adelphi participants expected? Yes No

If yes, please provide names of organizations/primary contacts, as well as phone/email information:

I acknowledge that I have read the *Adelphi University Demonstration Policy for Students* in full and agree to abide by it in the planning and implementation of this demonstration.

Organizer's/Liaison's signature: _____

Date: _____

Additional Organizer's/Liaison's signature (if applicable): _____

Date: _____

FOR USE BY STUDENT AFFAIRS/PUBLIC SAFETY

Date received: _____

Form complete: Yes No

Reviewed by: _____ (Office of the Dean of Student Affairs)

Reviewed by: _____ (Department of Public Safety)

Result: _____

Organizer notification date: _____ Method: _____

Comments: _____
