



THE UNIVERSITY OF THE WEST INDIES
CAVE HILL CAMPUS, P.O. BOX 64, BRIDGETOWN, BB11000, BARBADOS

EVENT REQUEST FORM

KINDLY COMPLETE AND SUBMIT TO THE HALLS ADMINISTRATOR TWO (2) WEEKS PRIOR TO ANY PROPOSED EVENT TO BE HELD ON THE HALLS OF RESIDENCE.

PROPOSED EVENT:

DATE OF EVENT:

TIME OF EVENT:

ADDITIONAL INFORMATION:.....

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NAME & ADDRESS OF CONTACT PERSON:.....

TELEPHONE NUMBER:.....

COMMENTS:

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APPROVED BY:

DATE: