

POKAGON OGITCHEDAW EVENT REQUEST

Name of Event:			
Date	Time	Start	Finish
Address/Department:			
Contact Person with Cell/Email:			
Number of Veterans to attend:			
Type of Event (Be Specific):			
Travel Arrangements			
Hotel	Provided	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If Yes, Name and Address			
If No, do you have a recommendation?			
Transportation	Provided	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If Yes, pick up location and time:			
Honorarium (this is not required)	Provided	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, contact Monica Hadley for protocol.			
Deadline for Request			
<p>** This request goes to the Ogitchedaw Board. They meet once a month. Are you making the request in person and would like to be added to the next agenda? You will be notified of the date and time.</p>			
Office Use Only below this line			
Received by: _____			
Date:		RSVP Date:	