

Requesting Organization:		Email address:
Person Submitting Request:		Position in Organization:
Address:	City, State & Zip:	Phone Number:

Dates Requested: *Reservation can only be made for two (2) consecutive weeks.*

From: Month/Day/Year	To: Month/Day/Year
Describe Booth or Billboard (include dimensions and a sketch on back):	
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"I have read the *Billboard and Booth Procedures* and agree to comply with the established policies."

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Applicant's Signature Date

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Approved by SD&IP M.I.C. Office Date