

Prize Request Form

The following form is to be used when requesting prizes for Residence Life Programming. Please fill-out and return to Kara Lane, Programming Resource Manager, via 40 Coming office or fax 843-953-6590.

Requestor Information:

Name _____

Building _____

Phone Number _____

RA or RHD

Program Information:

Type of Program _____

Name of Program _____

Program Date and Time _____

Prize Information:

Type of Prize Needed (Check all that apply.)

Coupon

Gift

Door Prize

Drawing

Participation

Other _____

Number of Prizes Needed _____

Requestor Signature: _____ Date _____

Office Use Only:

Program Resource Manager Signature: _____

Date Received: _____