

Rec 8/3
Entered 8/9

SANDIA PREP

Master Calendar Event Request

Today's Date 8/3/12 Requested by: Laurie Hall
Contact Phone Number: 980 0275 email: hall11k@hotmail.com

What: Name of Event: TEAM ~~lunch~~ / TEAM Dinner
Description of Event: Feeding the team/coaches etc.

wed 9/27/12
wed 10/17/12

When: Start: / / Time: 5:30 AM/PM (M)
End: / / Time: 7 AM/PM (M)
Setup Time 4:30 AM/PM (M) Depart Time 7:30 AM/PM (M) (for trips)
Breakdown AM/PM Return Time AM/PM (for trips)

Boy's
Soccer

Where: Locations of Event: Commons

Who: SPS Groups Involved: SPS Soccer Boys, Coaches
Grade: 6 7 8 (9) (10) (11) (12) Upper
Other Groups/Schools Involved: N/A
Total Number of Participants: 35

About: Departments: Boys Soccer
Activity Type: Soccer Team Dinner
(i.e. Social event, Baseball, Soccer, chess club)

Event Type:
(i.e. assembly, game, practice, meeting, dance)

Equipment Needed: 3 rectangular tables & tables & chairs
(i.e. table, chairs, electronic, technical, sound, etc.)

found
for 35 people
to eat

Sporting event - Home Away (at:)

Setup Instructions: See

Documents to be Attached to file:



Events Coordinator Director of Studies IT Dept
Athletic Director Maintenance scanned
Business Office Coordinator(s) attach.