

Atusca

Rec 9/6

SANDIA PREP

Master Calendar Event Request

Today's Date 9-6-2012 Requested by: Cludio Poies

Contact Phone Number: 453-6213 email: c.poes@sandiaprep.org

What: Name of Event: Globalquerque
Description of Event: Several artist will be performing at the Hispanic Culture Center

When: Start: 9/21/2012 Time: 10:00 AM M
End: 9/21/2012 Time: 12:00 AM PM
Setup Time _____ AM/PM Depart Time _____ AM/PM (for trips)
Breakdown _____ AM/PM Return Time _____ AM/PM (for trips)

Where: Locations of Event: Hispanic Culture Center

Who: SPS Groups Involved: _____
Grade: 6 _____ 7 _____ 8 _____ 9 _____ 10 _____ 11 _____ 12

Other Groups/Schools Involved: NA

Total Number of Participants: 16

About: Departments: Language Dept

Activity Type: Cultural Event
(i.e. Social event, Baseball, Soccer, chess club)

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

Equipment Needed: NA
(i.e. table, chairs, electronic, technical, sound, etc.)

Sporting event - Home _____ Away _____ (at: _____)

Setup Instructions: _____
NA

Documents to be Attached to file: _____
NA

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