

Rec 10/25
Ent 10/26

SANDIA PREP

Master Calendar Event Request

Today's Date 10-25-2012 Requested by: Claudio Pérez

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

What: Name of Event: Spanish 6 movie trip (Bless Me, Ultima)

Description of Event: _____

When: Start: 11/5/2012 Time: 11:00 AM/PM

End: 11/5/2012 Time: 1:40 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: Century 24

Who: SPS Groups Involved: _____

Grade: 6 _____ 7 _____ 8 _____ 9 _____ 10 _____ 11 _____ 12

Other Groups/Schools Involved: NA

Total Number of Participants: 9

About: Departments: Language Department

Activity Type: _____

(i.e. Social event, Baseball, Soccer, chess club)

Event Type: _____

(i.e. assembly, game, practice, meeting, dance)

Equipment Needed: _____

(i.e. table, chairs, electronic, technical, sound, etc.)

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

Setup Instructions: _____

Documents to be Attached to file: _____

Events Coordinator _____

Director of Studies _____

IT Dept _____

Athletic Director _____

Maintenance _____

scanned _____

Business Office _____

Coordinator(s) _____

attach. _____