

# IUK Student Ambassador Request Form

Name of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Event time: \_\_\_\_\_  
*(Please include start and end time)*

Location of Event: \_\_\_\_\_

Requester's Name: \_\_\_\_\_

Department: \_\_\_\_\_

Phone: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Minimum Number of Ambassadors Required: \_\_\_\_\_ Maximum: \_\_\_\_\_

To Whom Should Ambassadors Report: \_\_\_\_\_

## Description of Event:

(Who will Attend, Focus of Event, Role of Ambassadors)

## Dress for Event:

(If Traditional Ambassador attire is acceptable, please indicate)

## Special Requests, Additional Comments:

Please return to Student Activities or email to [activities@iuk.edu](mailto:activities@iuk.edu)

### Internal Use Only

Request Number: \_\_\_\_\_ Request Filled: Yes No  
This event will count as \_\_\_\_\_ event(s).