Outdoor Usage Request Form
Office of Housing, Residential Living & Dining (OHRLD)

OHRLD– Ruddock Hall, Suite G-37, 1099 Maple Street, Indiana PA 15705 – 724.357.2696 – fax: 724.357.5762

Return completed form to:
Julene Pinto-Dyczewski, Training and Student Leadership Specialist
Program Resource Center (PRC)
Prc-iup@iup.edu

Name of Person Submitting Request:	**Name of Recognized Organization:**	**Date**
Address/Campus Address:	**Telephone:**	**Email:**
Name of Persons Supervisor/Advisor	**Campus Address:**	**Telephone:**
Person's Affiliation with IUP: _____Student _____CA/ASM/RHC _____Faculty/Staff _____Recognized IUP Student Organization ____None		
Activity/Event Title :	**Anticipated Attendance:**	
Nature of Activity or Event (Check all that apply) _____Lecture _____Meal/Paragraph K Meal _____Concert _____University Wide Event _____Building Event _____Community Event _____Other(please specify)		
Specific Dates Requested:	**Specific Time(s) Requested:**	
Outdoor Location (s) Requested: (check or Highlight one) **___Stephenson Volleyball Court** **___Stephenson/Eberly Picnic Area** **___Stephenson Basketball Court** **___Stephenson Area (front facing Maple Street)** **___Maple East/Delaney Quad Basketball half court** **___Putt Volleyball Court** **___Maple/Ruddock/Putt/Delaney Quad Area** **___Pratt Quad Area** **___Northern Area (behind the building)** **___Wallwork Quad Area (between buildings)** **___Wallwork Quad Area (in front of the buildings)**	**Requesting Permission for Sound Amplification?(contact Facilities Operations)** **_____Yes _____No**	
Description of Event/Program:		

For Office Use Only:

Outdoor Usage Request	**_____Approved** **_____Not Approved**	**Date**
Sound Amplification Request	**_____Approved** **_____Not Approved**	**Date:**
NOTES:		

Revised: 9/12/2016