

**Cooperative Extension Service**

**Special Event Application Information**

Name of event:

Group sponsoring event:  4-H  Master Gardeners  Other

Is this event in the city limits?  Yes  No

Event Location/Address:

City:       State:       Zip Code:

Estimated number of vendors:

Event starting date:       Event ending date:

Staff Chair Name:       Phone number: (   ) -

Mailing Address:

If you have questions or need additional information, please contact the Assistant Vice President for Finance and Administration 501-671-2022.

This form is to be completed by the Staff Chair and emailed to [tgreen@uada.edu](mailto:tgreen@uada.edu) at least 15 business days in advance of the event.